



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

2012 Complete Board of Selectmen Minutes

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December 17, 2012	



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING JANUARY 4, 2012

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:40 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe Selectmen, Bradleigh Huizinga of the Voices, and members of the Roxbury Ambulance Association.

APPROVAL OF MINUTES

Regular Meeting held December 5, 2011

Motion by Russell Dirienzo to approve the minutes of the Regular Meeting held December 5, 2011. The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to add to the agenda the approval of the minutes of the Special Meeting held December 15, 2011. The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to approve of the minutes of the Special Meeting held December 15, 2011. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- Daimler Trust - \$23.27
- USB Leasing - \$183.02
- Dennis Levesque - \$44.56
- Corbo Associates - \$1,007.48
- Kenneth & Donna Laskowski - \$51.12
- Kenneth & Donna Laskowski - \$53.46

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Barbara Henry looked for comments from the public.

COMMISSIONS AND BOARDS APPOINTMENTS

Lake Lillinonah Authority – 4 yr. term – vacancy expiring 12/31/2012

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority – 4 yr. term – vacancy expiring 12/31/2012. The motion was seconded by Robert Lowe and carried unanimously.

Lake Lillinonah Authority – 4 yr. term – 01/01/2012 – 12/31/2015

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority – 4 yr. term – 01/01/2012 – 12/31/2015. The motion was seconded by Robert Lowe and carried unanimously.

Northwestern Regional Mental Health Board

Motion by Russell Dirienzo to table the appointment to the Northwestern Regional Mental Health Board. The motion was seconded by Robert Lowe and carried unanimously.

River Road Pond Board vacancy expiring 03/31/2012

Motion by Russell Dirienzo to table the appointment to the River Road Pond Board vacancy expiring 03/31/2012. The motion was seconded by Robert Lowe and carried unanimously.

Roxbury Museum Commission – 4 yr. term - 12/01/2011 – 11/30/2015

It was noted that this item was on the agenda in error. An appointment to this position was made last month.

Zoning Commission – 4 yr. term 01/01/2012 – 12/31/2016

Russ Dirienzo mentioned he has not had an opportunity to discuss this appointment with the Zoning Chairman and would like to.

Zoning Commission – 4 yr. term 01/01/2012 – 12/31/2016

Motion by Robert Lowe to table the appointment, the motion was seconded by Russ Dirienzo and carried unanimously.

BUSINESS

Update – Fire House Renovation(s) / Firefighters Accomplishments

Barbara Henry reported that a great job was done with the renovations of the fire house and the boiler room is now state of the art. The project will be complete once the boiler inspection is done by the State and the shutters are installed.

Barbara Henry acknowledged two of our volunteer firefighters, Brandon McGuinn and Robert Mills, who graduated from the CT Fire Academy. She also congratulated resident David Easter for achieving the National Fire Academy's highest honor, Executive Fire Officer. David is a volunteer fireman with RVFD and a career fireman in Danbury Fire Department.

Ron Pizzarelli came forward representing Roxbury Ambulance and explained that the Ambulance Association has been looking into two potential properties, which would allow their expansion. The reason for expansion is to have everything under one roof to allow for a quicker response time. They are asking for the Board's approval to move forward with their due diligence on expanding at the firehouse site. Brian Neff has volunteered to assist in the preliminary site plan. The other is a section of the cemetery property across from Rt. 199.

Russell Dirienzo questioned whether further regionalization has been discussed and whether this would ultimately cause the RAA to become obsolete. He explained that the townspeople will question where the funds are coming from and why this is needed.

It was explained that the Ambulance Association already belongs to a 7-town region with the paramedic program. Roxbury's Ambulance Association is currently one of the best in the State because of the number of volunteers and they do the most mutual aid in the area. Roxbury cannot count on surrounding towns for daytime help. Roxbury may be the future regional hub.

The proposal is for a free-standing building next to the firehouse with two long bays side by side; two bedrooms and office space as well as storage space. It is very difficult to service the equipment with the limited room they currently have. Additionally, their equipment is located in three locations now. They need a more practical facility.

Motion by Russell Dirienzo to give the Ambulance Association the approval to proceed with due diligence with regard to the proposal for a free standing building on the fire house site. The motion was seconded by Robert Lowe and carried unanimously.

Barbara Henry thanked the Ambulance Association for all they do for this community.

Update – Wellers Bridge Scour Project

Barbara Henry reported that she spoke with the engineers, Milone and MacBroom, with regard to the belief that the scour has been filled in naturally due to the recent storms. The engineers explained that this is common; however, is most likely fine fill which will wash out in the next storm.

Russell Dirienzo reported that he contacted FSM with the concerns that the materials do not meet the specs. FSM explained that the material is not meant to be used in the stabilization portion of the project.

The Board agreed that this project should move forward with a completion date of 6/30/12. Russell Dirienzo will further discuss arrangements to begin with FSM, which are at the mercy of the water table.

Storm Debris & “Hangers” Removal

Barbara Henry reported that she obtained a quote to remove 5 trees and hangers. She explained that she would like the balance of hangers that threaten the power lines to be done by CL&P. CL&P previously agreed to take care of the hangers; however, only allowed for 5 days of work to remove them. She will continue to pursue them to return; however, the hangers are a huge liability. Russell Dirienzo and Robert Lowe agreed that the hangers are a liability and should be taken care of before someone gets hurt. FEMA can be pursued for reimbursement.

Town Facebook Page

Barbara Henry reported that the Town has a Facebook page named “Town of Roxbury” where information regarding upcoming events will be available. The page will also be used during storms and other events to keep the public informed.

Town Christmas Tree Removal

The Washington-Roxbury Knights of Columbus are offering Christmas tree removal for \$10, of which will go toward the Resident Relief Fund. She thanked them for this nice gesture.

Barbara Henry will put out to bid the removal of the Town’s Christmas tree, which is dying with no hope of recovery. She reported that Dudley Diebold had offered to donate fill for that area. Also, a 35-foot tree that can be re-planted in that spot has been offered as a donation. The Board agreed that most people would like another tree in the existing spot and they decided to move forward with this project. Barbara Henry will work out the details.

Transfer Station Permits for 2013

Barbara Henry reported that a meeting to discuss Transfer Station Permits should be scheduled in February or March. At this meeting there will be a discussion regarding the sale of permits only in January and the policy of free permits given to volunteers.

Mileage Reimbursement

Barbara Henry reported that the current mileage reimbursement given by the town is \$.51; however, the IRS allows for \$.55.5. Russell Dirienzo noted that the cost of gas has not gone up and suggested that they reconsider this increase on July 1, 2012. Robert Lowe questioned the average amount of miles paid out. Barbara Henry agreed to get this information.

Deputy Fire Marshal

Barbara Henry explained that a member of the RVFD, Brien Cartagena, would like to take training to become a Fire Marshal and is asking that the Town of Roxbury sponsor him in this endeavor. There is no cost.

Motion by Russell Dirienzo to sponsor Brien Cartagena for his certification training as a Fire Marshal. The motion was seconded by Robert Lowe and carried unanimously.

Goals for 2012

Barbara Henry asked if the BOS would like to invite the BOF to our meeting with the BOE members that we have every year. It was agreed that a meeting should be scheduled some time after the Long Range Planning Committee Workshop on the 9th.

Barbara Henry noted that some of the goals for 2012 are to remain active with the legislature; continue to apply for grants; continue to have in-town seminars for volunteers; come up with a plan for the repair or paving of dirt roads; continue to be responsible with the budget; keep up maintenance on buildings and equipment and to maintain roads. She reported that a STEAP Grant, which the Board applied for in the amount of \$400,000 to finish drainage and paving of South Street, was just awarded to the Town. She thanked Senator Rob Kane and Rep. Arthur O'Neill for their support of the application.

Disband Energy Task Force; River Road Pond Board; Environmental Coordinator

Barbara Henry noted that the Energy Task Force; River Road Pond Board and Environmental Coordinator do not meet or have few members.

Motion by Russell Dirienzo to disband the Energy Task Force; River Road Pond Board; and Environmental Coordinator. The motion was seconded by Robert Lowe and carried unanimously.

Road Issues – Gravel and Paved

Barbara Henry reminded the Board that they agreed to put Mallory Road out to bid. She explained that the focus has been clearing the storm debris; therefore, other work with regard to the road issues has not been started.

Budget 2012-2013 – Capital Requests

A memo will go out to the departments, boards, and commissions asking for their budgets. A roof on the PW shed as well as the barn behind the Senior Center; replacing PW Truck #5 and obtaining a larger recycling bin for bottles should be budgeted for this year. Russell Dirienzo questioned whether purchasing a roller for the roads would be considered in the budget this year. Barbara Henry invited Russell Dirienzo to join her at the BOF meeting to discuss capital items as this has been brought up several times and the BOF does not fund it.

Blight Ordinance

The Board agreed that Mary Barton should put together a draft Blight Ordinance for their review.

Town Constable New Hire Update

Barbara Henry reported that they are awaiting the completion of the requirements for new police hires before they can move forward with the new hire.

Shepaug Valley Bible Church – Request for Extra Room

The Shepaug Valley Bible Church has requested to expand their use of Town Hall into the foyer in the lower level. The Land Use Department is not comfortable with this use of the area. The Fire Marshal is not in favor of this proposal. The Board agreed that this area should not be used by the Shepaug Valley Bible Church.

COST Annual Meeting – February 22, 2012

Barbara Henry reported that the Council of Small Towns (COST) Annual Meeting where its legislative platform is discussed will be held on February 22nd and invited the Board to attend. Russ Dirienzo will go.

Fire Marshal's Reports – November

The Fire Marshal's Report was reviewed for November. Twenty-three calls were reported.

OTHER BUSINESS

Barbara Henry reported that a Land Use Chairmen's meeting was held.

Barbara Henry explained that the Assessor has brought to her attention the 1980 approved map of town roads; however, many of the town roads are spelled differently. It was agreed that the road names should be reviewed and sent to Planning for their approval. There will be no need to go to Town Meeting for the spelling of road names.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:50 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING FEBRUARY 6, 2012

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe Selectmen; Bradleigh Huizinga of the Voices, and ZEO Mary Barton.

APPROVAL OF MINUTES

Regular Meeting held January 4, 2012

Motion by Robert Lowe to approve of the minutes of the Regular Meeting held January 4, 2012. The motion was seconded by Russell Dirienzo and carried unanimously.

TAX REFUNDS

None

COMMUNICATIONS FROM THE PUBLIC

None

COMMISSIONS AND BOARDS APPOINTMENTS

Barbara Henry noted how difficult it has been to find volunteers for the Lake Lillinonah Authority and Northwestern Regional Mental Health Board. It was agreed that a call for volunteers would be placed in the Voices.

Lake Lillinonah Authority – 4 year term – vacancy expiring 12/31/2012

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority – year term – vacancy expiring 12/31/2012. The motion was seconded by Robert Lowe and carried unanimously.

Lake Lillinonah Authority – 4 year term – 01/01/2012 – 12/31/2015

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority – 4 year term – 01/01/2012 – 12/31/2015. The motion was seconded by Robert Lowe and carried unanimously.

Northwestern Regional Mental Health Board

Motion by Russell Dirienzo to table the appointment to the Northwestern Regional Mental Health Board. The motion was seconded by Robert Lowe and carried unanimously.

River Road Pond Board vacancy expiring 03/31/2012

Barbara Henry explained that although the BOS agreed to disband this Board it is a Board created by ordinance. Therefore, its disbandment will be brought before the people at Town Meeting in May.

Zoning Commission – 4 year term 01/01/2012 – 12/31/2016

Motion by Russell Dirienzo to appoint Robert Falconer to the Zoning Commission – 4 year term 01/01/2012 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Council on Aging – 4 year term 01/01/2012 – 12/31/2015

Barbara Henry explained that by State Statute the Municipal Agent must be a member of the Council on Aging.

Motion by Robert Lowe to appoint Jerrilynn Tiso to the Council on Aging – 4 year term 01/01/2012 – 12/31/2015. The motion was seconded by Russell Dirienzo and carried unanimously.

BUSINESS

Regional Performance Incentive Grant Resolution – Solar Panels

Barbara Henry reported that several towns in the NWCCOG are interested in taking advantage of this grant. This grant does not pay 100% for the solar panels. Roxbury would pay \$12,000, which is expected to be recovered in savings in 5 years. This amount would have to be worked into next year's budget. The NWCCOG is asking for a resolution so they can move forward with the application for this grant.

Motion by Russell Dirienzo to adopt the following Resolution of Endorsement:

“The Legislative Body of the Town of Roxbury met on Monday, February 6, 2012 and adopted a resolution by the vote of 3 to 0 which endorsed the Regional Performance Incentive Program proposal referenced in Section 5 of Public Act 11-61 (An Act Concerning Responsible Growth). Such proposal for “Municipal Solar Energy Project” is attached and to made part of this record.”

The motion was seconded by Robert Lowe and carried unanimously.

Regional Performance Incentive Grant Resolution – Organic Recycling Facility Study

Barbara Henry explained that NWCCOG is asking for a resolution to apply for a grant for an Organic Recycling Facility Study. This study will be at no cost to Roxbury.

Motion by Robert Lowe to adopt the following Resolution Endorsement:

“The Legislative Body of the Town of Roxbury met on Monday, February 6, 2012 and adopted a resolution by the vote of 3 to 0 which endorsed the Regional Performance Incentive Program proposal referenced in Section 5 of Public Act 11-61 (An Act Concerning Responsible Growth). Such proposal for “Regional Organic Recycling Facility Feasibility Study” is attached and to made part of this record.”

The motion was seconded by Russell Dirienzo and carried unanimously.

South Street Drainage

The Board confirmed their receipt of Brian Neff's letter dated 1/27/12 regarding the drainage recommendations for South Street. Russell Dirienzo noted that he is in agreement with these recommendations. He confirmed that there is no need for this to come before the IWC. The Board agreed that this should go out to bid separate from the paving project.

Bluebird Boxes

Barbara Henry reminded the Board that the “Joe O'Brien bluebird boxes” will be on sale for \$20 each with proceeds going to the Resident Relief Fund. An assembly has been scheduled involving all 3 elementary schools and each child will receive a bluebird box afterwards. Jim Hirschfield, Chairman of the BOD will be giving the talk on bluebirds and their habitat.

Christmas Tree Removal Thank You

Barbara Henry formally thanked Joe Quaranta and Mike Josephson for the removal of the dead town Christmas tree.

Transfer Station Permits for 2013

The Board agreed to have a separate meeting with Albert Pokrywka, Transfer Station Operator, regarding Transfer Station Permits for 2013.

Road Issues – Gravel and Paved

Barbara Henry confirmed that South Street will be paved from Wellers Bridge to Apple Lane, then from River Road to the Southbury line. Brian Neff advised that the paving will raise the road enough to take care of some of the drainage issues.

Russell Dirienzo suggested that this topic remain on the agenda so that each month the Board can address a different road. He questioned the status of Mallory Road. Barbara Henry agreed to send this project out to bid. She noted that there are funds available in the Town Aid Road fund for these projects.

Budget 2012-2013

Barbara Henry reported that budget information is being received. She will firm up Capital Projects and then set up a Special Meeting Budget Workshop.

Blight Ordinance - Draft

The Board confirmed their receipt of the draft Blight Ordinance prepared by Mary Barton. Robert Lowe commented that there is no way a blight ordinance so encompassing would be approved. He noted that he is in favor of a blight ordinance, however, the broadness of this draft would not be acceptable to many farming environments. It is difficult for people to have buildings so large to keep all that is considered blight under cover.

Russell Dirienzo noted that an agricultural exemption can be included in the ordinance. He explained that it will be difficult to come to an agreement on this topic. The Town has problems mostly with abandoned motor vehicles and dilapidated buildings. He noted that the Town does not currently enforce the rules that already exist.

Mary Barton advised that usually an existing Town employee is appointed for enforcement of a blight ordinance. She noted that a reason for this ordinance would be because some issues do not fall under Zoning or the Public Health Code.

The Board agreed that they would review and refine this ordinance and return with what they would like to see included.

Fire Marshal's Reports – December & January

The Fire Marshal reported 11 calls in December and 8 calls in January.

OTHER BUSINESS

Hazard Mitigation Grant: Barbara Henry reported that she has attended one of the required meetings to begin applying for this Federal Grant for repairs to the Botsford Hill culvert.

Motion by Russell Dirienzo to convene in executive session at 8:16 PM to discuss personnel. The motion was seconded by Robert Lowe and carried unanimously.

Motion by Robert Lowe to exit executive session at 8:40 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:40 PM, The motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Tai Kern

Tai Kern, Secretary

These minutes are not considered official until approved at the next Regular Meeting of the Roxbury Board of Selectmen



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING MARCH 5, 2012

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:31 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe Selectmen.

APPROVAL OF MINUTES

Regular Meeting held February 6, 2012

Motion by Robert Lowe to approve of the minutes of the Regular Meeting held February 6, 2012. The motion was seconded by Russell Dirienzo and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the tax refund of Michael & Susan O'Donnell - \$186.03. The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to add to the agenda the tax refund of Janet McDonald - \$1,746.95. The motion was seconded by Robert Lowe and carried unanimously.

Motion by Russell Dirienzo to approve the tax refund of Janet McDonald - \$1,746.95. The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Barbara Henry looked for comments from the public. There were none.

COMMISSIONS AND BOARDS APPOINTMENTS

Lake Lillinonah Authority – 4 year term – vacancy expiring 12/31/2012

Motion by Russell Dirienzo to table the appointment to the Lake Lillinonah Authority – 4 year term – vacancy expiring 12/31/2012. The motion was seconded by Robert Lowe and carried unanimously.

Lake Lillinonah Authority – 4 year term – 01/01/2012 – 12/31/2015

Motion by Russell Dirienzo to re-appoint Shannon Young to the Lake Lillinonah Authority – 4 year term – 01/01/2012 – 12/31/2015. The motion was seconded by Robert Lowe and carried unanimously.

Northwestern Regional Mental Health Board – no term

Motion by Russell Dirienzo to appoint Marion Civale to the Northwestern Regional Mental Health Board, with no term limit. The motion was seconded by Robert Lowe and carried unanimously.

River Road Pond Board vacancy expiring 03/31/2012

Motion by Russell Dirienzo to table the appointment to the River Road Pond Board vacancy expiring 03/31/2012. The motion was seconded by Robert Lowe and carried unanimously.

River Road Pond Board – 4 year term – 04/01/2012 – 03/31/2016

Motion by Russell Dirienzo to table the appointment to the River Road Pond Board – 4 year term – 04/01/2012 – 03/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

River Road Pond Board – 4 year term – 04/01/2012 – 03/31/2016

Motion by Russell Dirienzo to table the appointment to the River Road Pond Board – 4 year term – 04/01/2012 – 03/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Zoning Commission – 4 year term 01/01/2012 – 12/31/2016

Barbara Henry reported that Robert Falconer has decided not to return to the Zoning Commission for another term. It was agreed that Bill Weed would be moved up from his Alternate position to a Regular member.

Motion by Russell Dirienzo to appoint Bill Weed to the Zoning Commission – 4 year term 01/01/2012 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Zoning Commission, Alt. – Vacancy Expiring 12/31/2014

It was agreed that the Republican and Democratic Town Committees would be made aware of this opening.

Motion by Russell Dirienzo to table the appointment of the Zoning Commission, Alt. – vacancy expiring 12/31/2014. The motion was seconded by Robert Lowe and carried unanimously.

Barbara Henry reported that Jen Benner and Bill Petruno have resigned from the Recreation Commission for separate reasons, they were both thanked for their service on the Commission.

Recreation Commission – vacancy expiring 06/30/2015

Motion by Russell Dizenzo to table the appointment to the Recreation Commission – vacancy expiring 06/30/2015. The motion was seconded by Robert Lowe and carried unanimously.

Recreation Commission – vacancy expiring 06/30/2012

Motion by Russell Dizenzo to table the appointment to the Recreation Commission – vacancy expiring 06/30/2012. The motion was seconded by Robert Lowe and carried unanimously.

Senior Center BOD – no term limit

Motion by Russell Dirienzo to table the appointment to the Senior Center BOD – no term limit. The motion was seconded by Robert Lowe and carried unanimously.

Assessor – no term limit

Motion by Russell Dirienzo to appoint Linda Bertaccini as the Assessor retroactively effective 08/01/2010. The motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

Reapportionment Region 12 BOE

Barbara Henry reminded the Board that they had discussed the reapportionment of the Board of Education so that Roxbury would have an extra person to represent the town. When they looked into it, the Board was told they had to wait for the decennial census before initiating a request for change. She questioned whether the Board would like to pursue this. She noted that the Commissioner of Education commented that the current apportionment, based on the 2010 census, is consistent with Federal Standards. The Board agreed that they would not pursue reapportionment of the BOE.

Mallory Road Bids

Barbara Henry reported that Mallory Road went out to bid. The bids will be opened March 7th, 2012.

South Street Drainage Bids

The Board agreed that the invitation to bid on the South Street drainage project should be advertised in the newspaper.

Trooper Kevin Anderson – Booth Free School Valentines

Barbara Henry reported that the children at Booth Free School made Valentines for Trooper Kevin Anderson before he left for Afghanistan. She will encourage the school children to continue to write to Trooper Anderson.

Trooper Michael Saraceno

Barbara Henry reported that Trooper Michael Saraceno has taken over the duties of Trooper Anderson until he returns from Afghanistan.

Bluebird Assembly & Tribute to Joe O'Brien at Fire House

Barbara Henry reported that the bluebird assembly given by James Hirschfield, BOE Chairman, for the children of Region 12 was wonderful. Joe O'Brien's bluebird houses were distributed to each child in the three elementary schools. She shared with the Board the thank you cards received from some of the children at all three schools. The remaining bluebird houses are being sold at Town Hall to benefit the Resident Relief Fund for \$20 each. Special thanks were noted to Jim Hirschfield and Cathy Colella, Principal of Booth and Burnham for setting this up.

Land Use Workshops through NWCCOG

Barbara Henry noted that the Land Use Office has been informing the Commissions of the Land Use Workshops available. She noted that ethics training has come up at COG meetings. She suggested and the Board agree that the Town would make the Power Point presentation available to Commissions and Board members on ethics. Barbara Henry agreed to set this up and offer it to Bridgewater and Washington as well.

Transfer Station Permits for 2013

Barbara Henry reviewed Albert Pokrywka's suggestions regarding the Transfer Station with the Board. It was agreed that permits would continue to be sold in December and January for \$25. The cost of a permit after January 31st would remain at \$30. The Board also agreed that the charge for a full pick-up truck would be \$25 effective May 1st. A sign will be put up to inform the public of the new policy. It was noted that town volunteers would continue to receive a transfer station permit free of charge.

Barbara Henry reported that the BOF has requested that the BOS review the criteria of tax abatements for emergency services. Russell Dirienzo reminded the Board that this was a long review process, which included the volunteers. The BOS agreed upon the policy and the Town voted upon the policy. There is nothing more to discuss with regard to the policy of tax abatement. It will remain as is.

Road Issues – Gravel and Paved

The Board agreed that once Mallory Road and South Street have been addressed the Board will look into resolving the road issues on another paved road and another dirt road. It was agreed that Mine Hill (dirt) and Minor Bridge Rd/Falls Road (paved) will be the next roads to address.

Budget 2012-2013

Barbara Henry noted that the BOS must have a Special Meeting regarding Health Insurance. She noted that she is working with the Library regarding the issue of the one employee on the policy who prospective insurance companies will not take on because they are not considered a town employee in their eyes. Barbara Henry will review with the Town Attorney.

Blight Ordinance - Draft

It was noted that Oxford tabled and Middlebury passed their Blight Ordinances. The Board discussed whether Roxbury should move forward with this. Barbara Henry explained that it is important to define blight. One-half of the issues of blight noted by townspeople are with regard to automobiles. Russell Dirienzo volunteered to revise the draft word document to address the issues that are being complained about. He also noted that he may write an article for submission in *Roxbury Today* regarding respecting your neighbors. He explained that he recently has received complaints regarding light pollution, also.

Fire Marshal's Reports – February

Barbara Henry reviewed the Fire Marshal's report for February. Eight calls were reported.

OTHER BUSINESS

Motion by Russell Dirienzo to add to the agenda Newtown Health District, Ranney Hill Road Drainage, FEMA Reimbursement, and Roxbury Responds. The motion was seconded by Robert Lowe and carried unanimously.

Newtown Health District

Barbara Henry reported that the Health Director is preparing to send out a "Be Ready Roxbury" newsletter regarding emergency preparedness.

FEMA Reimbursement

Barbara Henry reported that the cost of the October storm to Roxbury was \$121,529. The Town is expecting to receive 75% of this cost back from FEMA. The cost of Tropical Storm Irene was \$17,157. The Town will be getting a reimbursement check from FEMA for \$12,868 for Irene. The reimbursement funds will go into the Town Aid Road Fund. She thanked Kim Baron and Butch Finch for all their hard work gathering this FEMA information for submission.

Roxbury Responds

Barbara Henry reported that "Roxbury Responds" is collecting funds to donate to the recent large scale tornado relief across 5 states. The donations will be sent to the American Red Cross for this effort. Barbara Henry noted that money donated to this fund is tax deductible and checks should be made out to the Town of Roxbury with "Roxbury Responds" in the memo.

Ranney Hill Road Drainage

Barbara Henry will follow up with Doug DiVesta regarding what can be done about Ranney Hill Road's drainage onto private property. Additionally, she will check with Mr. DiVesta on the status of the storm water sampling.

Barbara Henry announced that a balloon will be floated on Southbury Road with regard to the proposed cell tower between 9:00 AM and 1:00 PM on Saturday, March 10, 2012. AT&T has stated an application will be submitted to the Siting Council on 3/17/12.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:21 PM. The motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING MARCH 23, 2012

MINUTES

CALL TO ORDER

Meeting was called to order at 8:30 AM by Barbara Henry, First Selectman.

Also Present: R. Dirienzo and R. Lowe Selectmen

BUSINESS

Award Mallory Road Reconstruction Project Bid

B. Henry passed out the three bids received for the above referenced project as well as the analysis from Doug DiVesta. The three bids were:

	Section 1	Section 2
<u>Bidders</u>	<u>Total Cost</u>	<u>Total Cost</u>
FSM Services	\$149,900.00	\$74,700.00
Moonlight Excavating	192,816.00	89,338.44
Earth Artist Excavation	373,693.00	162,796.00

Comment about the overall cost being higher than expected, even the lowest bid, and about comments received from the higher bidders that the paving couldn't be done for that cost and it should be double checked. The low bid totals equal \$224,600 and currently there is \$231,061 in the Town Aid Road Fund. That is not all earmarked for Mallory Road. Discussion took place on whether to do both sections, drainage and paving; one section drainage and paving or just drainage on one or both sections.

R. Dirienzo suggested we go back and ask FSM what his cost would be for just the drainage at this point in time. He felt that we should also ask the residents on Mallory Road to come to a meeting so we could hear their comments about paving. He was not sure how everyone felt about it. B. Henry commented we might not get everyone to a meeting and suggested we send out a postcard or letter asking each household to vote on whether or not they would like to see the hills paved. Each residence would get two votes. She will see that the letter goes out ASAP.

R. Dirienzo said he would like to hold up on awarding the bid in its entirety until we can re-evaluate the cost. It was agreed to do that. B. Henry will let the bidders know what our plan is.

Budget Workshop

The Board reviewed the entire budget and agreed to a couple of changes. Discussion took place on benefits, hours, Library, Transfer Station, Land Acquisition Fund and the BOF Chairman's late request to add a Consultant line. We decided to not add the BOF Chairman's request as the operating budget was completed when he asked but to allow the BOF to add that if they wanted. We did not see the necessity for it since we have a legal line item if they needed it. The money budgeted for the Land Acquisition Fund (\$25,000) will stay in the event we can move forward with an offer we've discussed in the past.

The Board decided to send to the BOF a 2012-2013 budget with a \$46,389 increase or 1.52% over Fiscal Year 2011-2012. B. Henry will complete the revenue side and bring it back to the BOS.

ADJOURNMENT

Motion by R. Dirienzo to adjourn at 10:05 AM, second by B. Henry. Motion carried.

Respectfully submitted,

Barbara Henry

Barbara Henry, Acting Clerk

These minutes are not considered official until approved at the next Regular Meeting of the Roxbury Board of Selectmen

03/26/2012



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING APRIL 2, 2012

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM.

Present: Barbara Henry, First Selectman; Robert Lowe, Selectman; and the family of Bud Squire.

Absent: Russell Dirienzo, Selectman

APPROVAL OF MINUTES

Regular Meeting held March 5, 2012 and Special Meeting held March 23, 2012

Motion by Robert Lowe to approve of the minutes of the Regular Meeting held March 5, 2012 and Special Meeting held March 23, 2012. The motion was seconded by Barbara Henry and carried unanimously.

TAX REFUNDS

Motion by Robert Lowe to approve the tax refund of Sean Donnelly for \$10.20 and Tonino Mavuli for \$161.25. The motion was seconded by Barbara Henry and carried unanimously.

Motion by Robert Lowe to add to the agenda the tax refund of Marc Weisgal for \$171.43. The motion was seconded by Barbara Henry and carried unanimously.

Motion by Robert Lowe to approve the tax refund of Marc Weisgal for \$171.43. The motion was seconded by Barbara Henry and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Barbara Henry looked for comments from the public. Constance Hunter thanked the Town for the repair to the cemetery fence at Squire Road. She volunteered to paint this fence that was built by and has been cared for by her family for generations. Barbara Henry thanked Ms. Hunter and directed her to submit receipts for reimbursement from the Town for any supplies purchased.

COMMISSIONS AND BOARDS APPOINTMENTS

Barbara Henry noted that several people have stepped forward to volunteer for the open positions on the many of the following Commissions and Boards. The prospective members will sit in on a meeting and advise if they would like to be considered for appointment.

Lake Lillinonah Authority – 4 year term – vacancy expiring 12/31/2012

Motion by Robert Lowe to table the appointment to the Lake Lillinonah Authority –year term – vacancy expiring 12/31/2012. The motion was seconded by Barbara Henry and carried unanimously.

River Road Pond Board vacancy expiring 03/31/2012

Motion by Robert Lowe to table the appointment to the River Road Pond Board vacancy expiring 03/31/2012. The motion was seconded by Barbara Henry and carried unanimously.

River Road Pond Board – 4 year term – 04/01/2012 – 03/31/2016

Motion by Robert Lowe to table the appointment to the River Road Pond Board – 4 year term – 04/01/2012 – 03/31/2016. The motion was seconded by Barbara Henry and carried unanimously.

River Road Pond Board – 4 year term – 04/01/2012 – 03/31/2016

Motion by Robert Lowe to table the appointment to the River Road Pond Board – 4 year term – 04/01/2012 – 03/31/2016. The motion was seconded by Barbara Henry and carried unanimously.

Zoning Commission, Alt. – vacancy expiring 12/31/2014

Motion by Robert Lowe to table the appointment of the Zoning Commission, Alt. – vacancy expiring 12/31/2014. The motion was seconded by Barbara Henry and carried unanimously.

Recreation Commission – vacancy exp. 06/30/2015

Motion by Robert Lowe to table the appointment to the Recreation Commission – vacancy exp. 06/30/2015. The motion was seconded by Barbara Henry and carried unanimously.

Recreation Commission – vacancy exp. 06/30/2012

Motion by Robert Lowe to table the appointment to the Recreation Commission – vacancy exp. 06/30/2012. The motion was seconded by Barbara Henry and carried unanimously.

Senior Center BOD – no term limit

Motion by Robert Lowe to table the appointment to the Senior Center BOD – no term limit. The motion was seconded by Barbara Henry and carried unanimously.

Historic District Commission, Alt. – vacancy exp. 12/31/2014

Motion by Robert Lowe to table the appointment to the Historic District Commission, Alt. – vacancy exp. 12/31/2014. The motion was seconded by Barbara Henry and carried unanimously.

BUSINESS

Posthumous Recognition and Thanks to Bud Squire

The Board of Selectman presented the family of Bud Squire with an engraved plate in remembrance of Charles (Bud) Squire who served on the River Road Pond Board from 1985 to 2011. Barbara Henry noted that the Town is grateful for his 26 year of service to this Board as well as the Board of Selectmen and recalled many wonderful memories of Bud.

Building Fees

Barbara Henry reported that the Building Official, John Blaney, recommended reviewing the building fee schedule. CCM provided a list of fee schedules from other towns and upon reviewing John Blaney suggested an increase to \$40 for the first \$1,000 and \$11 for each additional \$1000. This is an increase from the current fee structure of \$30 for the first \$2,000 and \$9 for each additional thousand. The fee schedule has not been increased since 2002.

Motion by Robert Lowe to recommend to Town Meeting the increase in the building fee schedule to \$40 for the first \$1,000 and \$11 for each additional \$1000. The motion was seconded by Barbara Henry and carried unanimously.

CIRMA – Members' Equity Distribution \$3,193

Barbara Henry reported that the Town's insurance carrier (CIRMA) is going to disburse \$3,193 on July 1 to Roxbury with regard to the Members' Equity Distribution for this year. Barbara Henry reminded the Board that last year's distribution was used towards risk-oriented costs.

Motion by Robert Lowe to use this year's Members' Equity Distribution of \$3,193 from CIRMA towards overtime hours for the police for safety or risk related needs. The motion was seconded by Barbara Henry and carried unanimously.

Mallory Road Bids

Barbara Henry reported that the Board felt the bids that were opened at the Special Meeting for this project came in high. The low bidder was asked to break down their rate to exclude paving. In a letter dated 3/27/12 from FSM

the quote for Section 1 was in the amount of \$74,900 without paving (\$149,900 with paving) and Section 2 was in the amount of \$39,700 without paving (\$74,700 with paving).

Motion by Robert Lowe to award the Mallory Road drainage project to the low bid from FSM in the amount of \$114,600. The motion was seconded by Barbara Henry and carried unanimously.

Barbara Henry will get the letter out to the road residents asking their opinion about paving the hills.

South Street Drainage Bids

Barbara Henry reported that the invitation to bid on this project will go out shortly.

Donate Life Flag for April

Barbara Henry reported that the Town Hall is flying the Donate Life Flag in April for National Donate Life month to encourage Americans to register as organ, eye and tissue donors and to celebrate those that have saved lives through the gift of donation. She noted that Christine Giordano had been waiting for an organ donation and a resident of Roxbury has recently been accepted for a transplant. This flag is also for them and will fly for the month of April.

HART Bus Resolutions

Barbara Henry reminded the Board that this Resolution is renewed yearly for the HART Bus used at the Senior Center.

The following Resolution was read aloud:

Resolution authorizing the First Selectman, Barbara Henry, to negotiate and execute all necessary Agreement/Contract documents on behalf of the Town of Roxbury with the Department of Transportation of the State of Connecticut and to affix the corporate seal.

Motion by Robert Lowe to adopt the HART Bus Resolution. The motion was seconded by Barbara Henry and carried unanimously.

Budget 2012-2013

Barbara Henry reported that the BOS presented a total budget of \$3,101,264 for the BOF's review. This is a 1.52% increase and \$46,389 over last year's budget. A mill rate increase from 11.9 to 12.3 was recommended to the BOF. The BOF has requested that the purchase of some of the Public Works trucks be pushed out a couple of years. The BOF will meet again on 4/10/12 to review the operating budget.

Blight Ordinance - Draft

Barbara Henry reported that the BOS has not met to review the definitions in the draft ordinance. Barbara Henry agreed to set up a Special Meeting to do this.

Fire Marshal's Reports – March

Barbara Henry noted that a Fire Marshal's Report for March has not yet been received.

OTHER BUSINESS

Motion by Robert Lowe to add to the agenda Deputy Fire Marshal position. The motion was seconded by Barbara Henry and carried unanimously.

Deputy Fire Marshal

Barbara Henry reminded the Board that the Town agreed to sponsor Brien Cartagena with regards to the Deputy Fire Marshal training. She reported that Mr. Cartagena passed the Fire Investigator Exam and is working on completing the balance of his training. The Board offered congratulations to him.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:06 PM. The motion was seconded by Barbara Henry and carried unanimously.

Respectfully submitted,

Tai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING MAY 7, 2012

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:32 PM.

Present: Barbara Henry, First Selectman; Robert Lowe and Russell Dirienzo, Selectmen

APPROVAL OF MINUTES

Regular Meeting held April 2, 2012

Motion by Russell Dirienzo to approve of the minutes of the Regular Meeting held April 2, 2012. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- Christopher & Kimberly Norris - \$3,917.19
- Richard Sperry - \$35.70
- Corbo Associates - \$1,051.67
- Robin Eletto - \$10.82

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

N/A

COMMISSIONS AND BOARDS APPOINTMENTS

Lake Lillinonah Authority – 4 year term – vacancy expiring 12/31/2012

Motion by Russell Dirienzo to appoint Drew Loya to the Lake Lillinonah Authority –4 year term – vacancy expiring 12/31/2012. The motion was seconded by Robert Lowe and carried unanimously.

River Road Pond Board vacancy expiring 03/31/2012

Motion by Robert Lowe to table the appointment to the River Road Pond Board vacancy expiring 03/31/2012. The motion was seconded by Russell Dirienzo and carried unanimously.

River Road Pond Board – 4 year term – 04/01/2012 – 03/31/2016

Motion by Robert Lowe to table the appointment to the River Road Pond Board – 4 year term – 04/01/2012 – 03/31/2016. The motion was seconded by Russell Dirienzo and carried unanimously.

River Road Pond Board – 4 year term – 04/01/2012 – 03/31/2016

Motion by Robert Lowe to table the appointment to the River Road Pond Board – 4 year term – 04/01/2012 – 03/31/2016. The motion was seconded by Russell Dirienzo and carried unanimously.

Zoning Commission, Alt. – vacancy expiring 12/31/2014

Motion by Robert Lowe to table the appointment of the Zoning Commission, Alt. – vacancy expiring 12/31/2014. The motion was seconded by Russell Dirienzo and carried unanimously.

Recreation Commission – vacancy expiring 06/30/2015

Motion by Russell Dirienzo to appoint Rev. Rob Clements to the Recreation Commission – vacancy exp. 06/30/2015. The motion was seconded by Robert Lowe and carried unanimously.

Recreation Commission – vacancy exp. 06/30/2012

Motion by Robert Lowe to table the appointment to the Recreation Commission – vacancy exp. 06/30/2012. The motion was seconded by Russell Dirienzo and carried unanimously.

Senior Center BOD – no term limit

Motion by Russell Dirienzo to appoint Jim Hocking to the Senior Center BOD – no term limit. The motion was seconded by Robert Lowe and carried unanimously.

Historic District Commission, Alt. – vacancy expiring 12/31/2014

Motion by Robert Lowe to table the appointment to the Historic District Commission, Alt. – vacancy exp. 12/31/2014. The motion was seconded by Russell Dirienzo and carried unanimously.

Zoning Board of Appeals, Alt – vacancy expiring 12/31/2014

Barbara Henry reported that she received a letter of resignation from Tom Zaleta on ZBA. The BOS accepted Tom Zaleta's resignation and thanked him for his service.

Motion by Russell Dirienzo to appoint Ed Cady, Jr. to the Zoning Board of Appeals, Alt – vacancy expiring 12/31/2014. The motion was seconded by Robert Lowe and carried unanimously.

Marine Patrol Officers – Lake Lillinonah

Motion by Russell Dirienzo to appoint the following as Marine Patrol Officers – Lake Lillinonah:

- Tony Augustine
- Kevin A. Brooks
- John G. Puglisi
- Christopher Rosado
- Kevin J. Seeley
- Jameson A. Zaloski

The motion was seconded by Robert Lowe and carried unanimously.

Planning Commission (to report on Regular Member George Kimble)

Barbara Henry reported that due to an illness George Kimble is unavailable for the Planning Commission. She reminded the Board that the Planning Commission is elected and has the authority to replace and appoint their own members. It has been determined that Alternate Neil Kennedy will be moved up as a Regular member. Mr. Kimble will remain as an Alternate until a replacement can be found.

BUSINESS

Town Christmas Tree Donation – Arthur & Joanna Koeppel

Barbara Henry acknowledged the very generous gift from Arthur & Joanna Koeppel in honor of their family. She extended special thanks to Tree Warden David Gardner who coordinated the project.

Unison Cell Proposal

Barbara Henry distributed information provided by Unison regarding their offer to purchase a wireless easement from the Town for the amount of \$428,600. It was noted that the cell tower generates \$4,268 per month in revenue for the Town. Unison would assume the risk of rent reduction. The Board agreed that further details be sought regarding this proposal. Barbara Henry agreed to arrange to have a representative from Unison come and speak with the BOS.

Mallory Road Drainage

Barbara Henry reported that the drainage project will begin on June 19th. Russell Dirienzo suggested that a meeting be called with the contractor, engineer and town crew before the work begins. Barbara Henry noted that a letter

to the Mallory Road residents will go out this week requesting their opinion on how to move forward with the paving part of this project.

South Street Drainage/Repave Bids

Barbara Henry explained that this is a small drainage job; therefore, the Town Road Crew will do the project with Brian Neff overseeing it. The paving will be put out to bid.

Town Twitter Account

Barbara Henry explained that Facebook and Twitter are the two major forms of social media. The Town has already established a Facebook page. The BOS agreed that they found no issue with the Town opening a Twitter account.

Zrec Solar Program

Barbara Henry distributed information from DCS Energy regarding a solar program involving only the State and CL&P with no investors, which was the reason for the cancellation of last year's program. The cost savings to the Town would be significant at \$0.14 per kilowatt hour compared to \$.18 - \$.20.

A motion was made by Russell Dirienzo to move forward with the Zrec Solar Program. The motion was seconded by Robert Lowe and carried unanimously.

Budget 2012-2013

Barbara Henry reported that the BOF held their public hearing on the proposed budget. Most of the changes were made within the Capital lines. The proposed mill rate is 12.1. The budget will be voted on at the Annual Town and Budget Meeting scheduled for June 15th at 7:30 p.m.

Minor Bridge Schedule

It was reported that one lane is paved on Minor Bridge. Work will begin on the other lane with the expected completion dated at the end of June.

Blight Ordinance - Draft

Russell Dirienzo reported that he made changes to the draft. He noted that an agricultural exemption was included. A newspaper article was reviewed regarding the State adding a fee to local blight penalties. The Board discussed the burden of existing blight on the community. Russell Dirienzo reminded the Board that Zoning violations are not being enforced. Barbara Henry and Robert Lowe agreed to review the draft in an effort to finalize it in June. The Town will have an informational meeting and Town Meeting in September with regard to the Blight Ordinance.

Fire Marshal's Reports – March, April

Barbara Henry reviewed the Fire Marshal's Report for March. The report for April has not yet been received.

OTHER BUSINESS

Motion by Robert Lowe to add to the agenda Wellers Bridge, Troop A and Shred-It. The motion was seconded by Russell Dirienzo and carried unanimously.

Wellers Bridge Scour Remediation Project

Barbara Henry reported that a letter was received from Malone & MacBroom confirming completion of the project.

Troop A

Barbara Henry explained that dispatch from Troop A will be consolidated into Troop L. She noted her concerns about efficiencies and reported that Rep. Art O'Neill has requested that this consolidation be postponed 90 days.

Shred-It

The Town will once again hold a Shred-It event at the Transfer Station on Saturday, June 2nd from 9:00 AM to 12:00 PM.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:30 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Tai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING JUNE 4, 2012

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:31 PM.
Present: Barbara Henry, First Selectman; and Russell Dirienzo, Selectman.

APPROVAL OF MINUTES

Regular Meeting held May 7, 2012

Motion by Russell Dirienzo to approve of the minutes of the Regular Meeting held May 7, 2012. The motion was seconded by Barbara Henry and carried unanimously.

TAX REFUNDS

Barbara Henry noted that these are corrections from last month. The refunds are to go directly to Chase.

Motion by Russell Dirienzo to approve the following tax refunds:

- Chase - \$3,917.19 (should not have been Norris for approval at May meeting.)
- Chase - \$1,051.67 (should not have been Corbo for approval at May meeting.)

The motion was seconded by Barbara Henry and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

N/A

COMMISSIONS AND BOARDS APPOINTMENTS

ZBA, Alt – Ed Cady term needs to be changed to vacancy expiring 12/31/2013, not 2014

Motion by Russell Dirienzo to appoint ZBA, Alt – Ed Cady term vacancy expiring 12/31/2013. The motion was seconded by Barbara Henry and carried unanimously.

ZBA – vacancy expiring 12/31/2014

Motion by Russell Dirienzo to appoint Karen Kopta to ZBA – vacancy expiring 12/31/2014. The motion was seconded by Barbara Henry and carried unanimously.

Zoning Commission, Alt. – Vacancy expiring 12/31/2014

Motion by Russell Dirienzo to appoint Ray Crawford to the Zoning Commission, Alt. – vacancy expiring 12/31/2014. The motion was seconded by Barbara Henry and carried unanimously.

Recreation Commission – 4 year term 7/1/2012 – 6/30/2016

Motion by Russell Dirienzo to appoint Gary Alex to the Recreation Commission – 4 year term 7/1/2012 – 6/30/2016. The motion was seconded by Barbara Henry and carried unanimously.

Historic District Commission, Alt. – vacancy exp. 12/31/2014

Motion by Russell Dirienzo to table the appointment of the Historic District Commission, Alt. – vacancy exp. 12/31/2014. The motion was seconded by Barbara Henry and carried unanimously.

Recreation Commission – 4 year term – 7/1/2012 – 6/30/2016

Motion by Russell Dirienzo to reappoint Rob Hibbard to the Recreation Commission – 4 year term – 7/1/2012 – 6/30/2016. The motion was seconded by Barbara Henry and carried unanimously.

Recreation Commission – 4 year term – 7/1/2012 – 6/30/2012

Motion by Russell Dirienzo to reappoint Karen Puskas to the Recreation Commission – 4 year term – 7/1/2012 – 6/30/2016. The motion was seconded by Barbara Henry and carried unanimously.

Conservation Commission – 4 year term – 7/1/2012 – 6/30/2016

Motion by Russell Dirienzo to reappoint Ceil Santillo to the Conservation Commission – 4 year term – 7/1/2012 – 6/30/2016. The motion was seconded by Barbara Henry and carried unanimously.

Conservation Commission – 4-year term – 7/1/2012 – 6/30/2016

Barbara Henry noted that Mary Van Riper's term is up on the Conservation Commission and she does not wish to be reappointed. The Board thanked her for her years of service to this Commission.

Motion by Russell Dirienzo to table the appointment to the Conservation Commission – 4 year term – 7/1/2012 – 6/30/2016. The motion was seconded by Barbara Henry and carried unanimously.

Special Constable RC86

Motion by Russell Dirienzo to appoint Jim Pierpont as Special Constable RC86. The motion was seconded by Barbara Henry and carried unanimously.

Special Constable RC88

Motion by Russell Dirienzo to appoint Roland Merk as Special Constable RC88. The motion was seconded by Barbara Henry and carried unanimously.

Special Constable RC93

Motion by Russell Dirienzo to appoint Rose Garbien as Special Constable RC93. The motion was seconded by Barbara Henry and carried unanimously.

Special Constable RC91

Motion by Barbara Henry to appoint Russell Dirienzo as Special Constable RC91. The motion was seconded by Russell Dirienzo and carried unanimously.

Special Constable RC90

Motion by Russell Dirienzo to appoint Barbara Henry as Special Constable RC90. The motion was seconded by Barbara Henry and carried unanimously.

Barbara Henry noted that these appointments are for the summer months of 2012 beginning June 1st through September and are specifically for patrol at the Falls.

BUSINESS

Permit for Sherman Park

Barbara Henry explained that the Town was reported for having brush and stumps at Sherman Park. She explained that emergency authorization after the October storms allowed them to store the brush and stumps in that area; however, the Town is not permitted to burn the woody material. She reported that most of the brush has been chipped up and the firewood will be given to residents for the winter. The Town requires a \$500 permit from DEEP for a solid waste storage and recycling facility in order to burn the woody material.

Motion by Russell Dirienzo to obtain a permit for Sherman Park from DEEP for a solid waste storage and recycling facility. The motion was seconded by Barbara Henry and carried unanimously.

Open Burning Officials

Barbara Henry noted that prior to this month she was the Town's sole Certified Burning Official. Judi Moker and Butch Finch have taken the certification class with her; therefore, Roxbury now has three DEEP Certified Burning Officials.

Mallory Road Poll for Chip Sealing

Barbara Henry reported that the poll results were 23 in favor to 3 opposed to chip sealing Mallory Road. There were 5 people who did not respond to the poll.

Motion by Russell Dirienzo to proceed with drainage and paving up to a certain point on Mallory Rd. The motion was seconded by Barbara Henry and carried unanimously.

Barbara Henry reported that the drainage project will begin on June 18th.

Battleswamp Stream Walk Report – HVA

Barbara Henry read aloud a letter dated 5/8/12 from the HVA submitted along with the 2011 Battleswamp Brook Stream Walk Program Report, which noted several areas of concern including points of significant erosion, buffer degradation and areas of significant trash or debris accumulation. Russell Dirienzo agreed to review this report and bring it to the IWC for their comment.

South Street Drainage/Repave Bidding

The paving bid for this project will be in on 6/15/12.

STEAP Grant for 2012

Barbara Henry reported that there are STEAP Grant funds available that will need to be applied for soon. Russell Dirienzo noted that Robert Lowe had suggested that Garnet Rd. be repaved with such a grant; however, Mr. Dirienzo feels that Garnet Road is fine. It was agreed that Mallory Rd. paving would meet the requirements of this grant, as well as drainage and paving for Minor Bridge from the intersection of Berry Rd. down. Additionally, Barbara Henry will look into the possibility of funding the creation of a Public Works Coordinator position.

Wellers Bridge Decking

Problems with erosion have been found under the decking on Wellers Bridge. The bridge was rehabilitated in 2001; however, the erosion is thought to be from salt application even though the salt used is supposed to be non-corrosive. FSM submitted photos of what he noticed while conducting the scour critical repairs. He can do the repairs for \$4,250.

Motion by Russell Dirienzo to extend FSM's contract for Wellers Bridge to include the repair of the decking due to concrete deterioration for the amount of \$4,250. The motion was seconded by Barbara Henry and carried unanimously.

Zrec Solar Program

Barbara Henry reported that she submitted the information as agreed and has not yet heard back.

Charities of Hope Collection Box at Transfer Station

Charities of Hope would like to put a shoes and clothes collection box at the transfer station. They turn these items into a monetary value, which can be used towards community charities. It was agreed that this collection box can be placed at the transfer station in addition to the one that is already there.

Catch Basin Grates

Due to deterioration of the catch basins, some catch basin grates are either becoming loose or falling through and creating a hazard. It was agreed that the replacement of the grates could be one of the STEAP Grant proposals.

Bicyclists – Resident Concern

Barbara Henry reminded the Board of the recent tragic bicycle accident in town. She reported that she received an e-mail from Wayne Piskura suggesting a campaign for safety with regarding to bicyclists. It was agreed that this is a good idea to move forward with.

Budget 2012-2013

It was noted that the 2012-2013 budget passed. The mill rate will be set at 12.1. Preparations for the revaluations have begun. Richard Baron will be taking photos of approximately 100 homes that do not yet have a photo on record. He will have an ID available to show the public during this process.

Blight Ordinance - Draft

Barbara Henry distributed copies of Blight Ordinances that have passed in other towns. The group agreed to discuss this when Robert Lowe returns. Russell Dirienzo noted that Robert Lowe made a good point that many of the people who have blight may not have the funds to rectify the issue in accordance with an ordinance. Mr. Dirienzo noted that he is not in support of such an ordinance because it too difficult to regulate and it is another case of the government saying what is right or wrong. He feels that the town can work with the people regarding blight without an ordinance. However, he does think this should be up to the people; therefore, a draft should be created and an informational meeting should be scheduled for comment from the public. Barbara Henry added that people have a right to enjoy their property – and it goes both ways, that’s why this is a difficult situation for the town. Some people don’t mind having old vehicles and rusted, non-working equipment in their yards but at the same time a neighbor has a right not to like it’s impact on their property. She agrees, take it to the people.

Fire Marshal’s Reports- Apr/May

Barbara Henry reviewed the Fire Marshal’s report for April and May. There were 13 calls in April and 8 calls in May.

OTHER BUSINESS

Motion by Barbara Henry to add Scott Borger to the agenda. The motion was seconded by Russ Dirienzo and carried unanimously.

Barbara Henry reported that Scott Borger passed away after a courageous fight with pancreatic cancer. He and his family live on Tunnel Road, He was 47 years old and someone who was always willing to lend a hand. His wife Rosemary asked in lieu of flowers, donations should be made to Roxbury's Resident Relief Fund. We thank the Borger family for this very generous deed in what is surely their toughest hour and send our condolences on behalf of the Board of Selectmen.

ADJOURNMENT

Motion by Russell Dirienzo to adjourn at 8:15 PM the motion was seconded by Barbara Henry and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING JULY 2, 2012

CANCELLATION NOTICE

The Roxbury Board of Selectmen has cancelled their Regular Meeting scheduled for Monday, July 2, 2012. This meeting has been rescheduled to Monday, July 9, 2012.

Respectfully submitted,

Jai Kern

Tai Kern

Dated: May 18, 2012

Cc: Town Clerk



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING JULY 9, 2012

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM.

Present: Barbara Henry, First Selectman; Robert Lowe and Russell Dirienzo, Selectmen

APPROVAL OF MINUTES

Regular Meeting held June 4, 2012

Motion by Russell Dirienzo to approve of the minutes of the Regular Meeting held June 4, 2012. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

N/A

COMMUNICATIONS FROM THE PUBLIC

N/A

COMMISSIONS AND BOARDS APPOINTMENTS

Historic District Commission, Alt. – vacancy exp. 12/31/2014

Motion by Russell Dirienzo to table the appointment of the Historic District Commission, Alt. – vacancy exp. 12/31/2014. The motion was seconded by Robert Lowe and carried unanimously.

Conservation Commission – 4 year term – 7/1/2012 – 6/30/2016

Motion by Russell Dirienzo to table the appointment to the Conservation Commission – 4 year term – 7/1/2012 – 6/30/2016. The motion was seconded by Robert Lowe and carried unanimously.

Library Trustee – vacancy expiring 11/17/2015

Motion by Russell Dirienzo to appoint Stephen Foreman to the Library Trustee – vacancy expiring 11/17/2015. The motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

Tom Zaleta

Barbara Henry invited Tom Zaleta to tonight's meeting to thank him for his 12 years of service on the ZBA. Mr. Zaleta declined the public recognition; however, an engraved plate commemorating his service will be forwarded to him.

Barbara Henry reported on the sad loss of two community members. George Kimble passed away on July 1st. He was a member of the Planning Commission and volunteered in the Library. Colby Kalisher's husband, Elliott, passed away unexpectedly on June 29th. Colby is a volunteer on the Town's Council on Aging.

Town Clerk Historic Documents Preservation Grant Resolution

Barbara Henry read for the record a resolution for a CT State Library grant:

RESOLVED: That Barbara Henry, First Selectman, is empowered to execute and deliver in the name and on behalf of this municipality, a contract with the Connecticut State Library for a Historic Documents Preservation Grant.

Motion by Russell Dirienzo to adopt the above resolution with regard to the Connecticut State Library for Historic Preservation Grant. The motion was seconded by Robert Lowe and carried unanimously.

Recycle Facility Permit for Sherman Park

The cost of the DEEP permit for a recycling facility for wood will be \$500. The application process for this permit at Sherman Park is being worked on.

Private Duty Cost for Town Police Officer & Car

Barbara Henry reminded the Board that the Town collects a fee for the private duty police officer's cost which includes police vehicle. A homeowner is charged \$50 per hour for a minimum of 3 hours if the officer is asked to work a private party with \$15 per hour to the Town for the automobile and gas. Businesses are charged \$80 per hour, \$40 of which goes to the Town for the vehicle. There is concern that this price prevents the officer from receiving more work from businesses. Bridgewater is charging \$15 for their vehicle use.

Motion by Russell Dirienzo to reduce private the duty cost for Town police officer and car to \$65, of which \$25 goes to the Town for the use of the car with a 3 hour minimum. The motion was seconded by Robert Lowe and carried unanimously.

Wellers Bridge Decking

The Wellers Bridge decking repair is underway. The deterioration may be due to the magic salt, which was supposed to be non-corrosive. The Town is having the same issues with the corrosion of some cement basin tops.

Oil & Diesel Prices

The Cooperative Oil Purchasing Consortium has settled on the oil and diesel prices effective 9/1/2012 – 8/31/2013. Diesel is \$3.18/gal. (\$3.13. prepay by September 15th); Regular Unleaded Gasoline is \$2.95/gal (\$2.90 prepay); #2 Heating Fuel is \$3.04/gal (\$2.99 prepay).

South Street Drainage/Repave Bidding

This project has been delayed while the Town waits for the contract from the State for the STEAP Grant. Prices have since escalated. It was agreed that the project should begin at the Weller's Bridge Road intersection and go to Apple Lane; then begin at the Southbury line and come back as far as possible; with the straightaway in the middle from River Road to Minor Bridge Road being chipsealed if there is not enough money to repave the entire section from the Southbury line to River Road.

Barbara Henry reported that a request has been made to prevent flooding from the road onto Greg Mosher's property at 37 South Street. Russell Dirienzo explained that the problem is the high ground water, which is an existing condition. Barbara Henry said she would send him the pictures from Mr. Mosher.

Zrec Solar Program

Barbara Henry noted that no information or paperwork has been received since she sent in what was required to get the project moving.

Motion by Barbara Henry to table Zrec Solar Program. The motion was seconded by Russell Dirienzo and carried unanimously.

Fire Marshal's Report - June

The Fire Marshal's Report for June has not yet been received.

Blight Ordinance – Draft

The BOS is working on a draft Blight Ordinance, which will eventually be brought to the townspeople for their input and vote.

OTHER BUSINESS

Motion by Barbara Henry to add AT&T cell tower application to the agenda. The motion was seconded by Russ Dirienzo and carried unanimously.

AT&T Cell Tower Application

This application is for a Certificate of Environmental Compatibility and Public Need for construction, maintenance, and operation of a telecommunications facility located at one of two sites: off Route 67 or 126 Transylvania Rd. The Siting Council is looking for comments from the municipality by August 3, 2012. Russell Dirienzo suggested that the BOS advise that Route 67 is the preferred option for this Town. Robert Lowe agreed with this suggestion. Robert Lowe and Russell Dirienzo agreed to send Barbara Henry their preference and reasoning. Barbara Henry will file party status.

Motion by Russell Dirienzo to add Hodge Park to the agenda. The motion was seconded by Robert Lowe and carried unanimously.

Hodge Park

This is a roadside park, which is owned both by the Town and State; however, the State does not want any responsibility for it. The Board viewed the map of the area. Every holiday the park is taken over by out-of-towners who camp overnight, leave garbage and defecate all over the area, including the private properties across the road. A public health issue has been created with its uses, safety issues and excess garbage. Barbara Henry is extremely disappointed with the State Police who were asked to patrol the area. She has discussed this with our Resident State Trooper who was on vacation over the 4th of July. The State has suggested putting up guard rails to cut off access. Russell Dirienzo is in agreement with limiting access, but not entirely cutting off access. He suggested that more tickets be given out in an effort to take Roxbury's parks back. Barbara Henry to speak with the State DOT to get their view on the ownership of this park and give permission to our auxiliary constables to ticket at that location.

ADJOURNMENT

Motion by Russell Dirienzo to adjourn at 8:05 PM. The motion was seconded by Barbara Henry and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING JULY 24, 2012

MINUTES

CALL TO ORDER

Meeting was called to order at 6:15 PM by Barbara Henry, First Selectman
Also present: Russell Dirienzo, Selectman Absent: Robert Lowe, Selectman

BUSINESS

Resolution for STEAP Contract for South Street Paving Project

B. Henry explained that a Resolution needs approval in order for her to sign the contract with the State for the STEAP Grant in the amount of \$400,000 which awarded for drainage upgrades and repaving of South Street.

Motion by R. Dirienzo to approve the following Resolution:

RESOLVED, that Barbara Henry, First Selectman, be and hereby is authorized to sign the agreement entitled: "STEAP GRANT AGREEMENT BETWEEN THE STATE OF CONNECTICUT AND THE TOWN OF ROXBURY FOR THE DESIGN AND RECONSTRUCTION OF SOUTH STREET."

Second by B. Henry. Motion carried.

Set Town Meeting for Approval and Use of STEAP Grant for South Street

B. Henry explained that the Town Meeting approves a Resolution every year for the BOS to apply for and expend any federal or state grants received. However, the BOF would like these grants to also go to another Town Meeting for approval. Therefore, she is looking to schedule a Town Meeting for approval of the \$400,000 STEAP Grant for South Street. R. Dirienzo stated he disagreed in having to do this as it was shown in the budget as a project that the BOF took to the Annual Meeting in May, was approved, and the budget showed that the STEAP Grant was going to be used to pay for the project. B. Henry agreed and will check with the BOF Chairman to see if he feels it is necessary to take to another Town Meeting. If he feels it should we will set the Town Meeting for Thursday, August 2nd at 7:30 p.m. If the Chairman feels it is not necessary she will not post a legal notice. R. Dirienzo agreed but felt it was a waste of money for a legal notice and unnecessary as the project was already approved in the budget in May.

Special Enforcement Agent Position

B. Henry explained that at a prior BOS meeting she was given permission to hire a retired State Trooper as an additional Town Constable and authorized to spend up to \$1,500 for the necessary polygraph, etc. required by POST to hire him. Upon further discussions she is asking that we hire former State Trooper David Coyle (and former Roxbury Resident State Trooper) as a Special Enforcement Agent who would report to the Board of Selectmen and not the Resident State Trooper.

He would not have police powers and would be hired for no more than 10 hours/week to patrol our parks – Roxbury Falls, Sherman Park and Hodge Park; special traffic duty or any other request of the BOS. He could also enforce our Town ordinances, i.e., the Transfer Station. The funds from the equity distribution from CIRMA last year and this year would be used for this position. We would not have to go through POST for this position. He would not take any hours away from our present Town Constable.

Motion by R. Dirienzo to hire David Coyle as Roxbury Special Enforcement Agent effective August 1, 2012 as it is a great step in taking back our parks. Second by B. Henry. Motion carried.

ADJOURNMENT

Motion by R. Dirienzo to adjourn at 6:30 PM, second by B. Henry. Motion carried.

Respectfully submitted,

Barbara Henry

Barbara Henry

Acting Clerk

These minutes are not considered official until approved at the next Regular Meeting of the Roxbury Board of Selectmen

07/25/2012



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING AUGUST 2, 2012

MINUTES

CALL TO ORDER

Meeting was called to order at 8:30 a.m. by Barbara Henry, First Selectman.

Also Present: R. Dirienzo, Selectman/IW Chairman and J. Conway, Zoning Chairman

BUSINESS

Executive Session Employment Interview for Position of Zoning and Inland Wetlands Enforcement Position

Motion by B. Henry to go into Executive Session for the purpose stated above. Second by R. Dirienzo. B. Henry invited J. Conway and M. Barton to join the BOS in Executive Session. Motion carried.

M. Barton left the meeting at 9:00 AM.

Motion by R. Dirienzo to come out of Executive Session at 9:15 AM, second by B. Henry. Motion carried.

ADJOURNMENT

Motion by R. Dirienzo to adjourn at 9:16 AM, second by B. Henry. Motion carried.

Respectfully submitted,

Barbara Henry

Barbara Henry, Acting Clerk

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08/03/2012



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING AUGUST 6, 2012

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:37 PM.

Present: Barbara Henry, First Selectman; Robert Lowe, Selectman; Kim Baron; Trudy Swenson; Peter Filous; Hugh Rawson; Gary Steinman; Mary van Riper and Jack Coraggio of Litchfield County Times.

APPROVAL OF MINUTES

Regular Meeting held July 9, 2012 and Special Meeting of July 24, 2012

Motion by Barbara Henry to approve of the minutes of the Regular Meeting of July 9, 2012 and Special Meeting of July 24, 2012. The motion was seconded by Robert Lowe and carried unanimously.

TAX REFUNDS

Motion by Robert Lowe to approve the following tax refunds:

- William Colbert - \$5.65
- Fred Fink - \$8.67
- Deborah Grover - \$11.16
- John Rogers - \$16.93
- Timothy Kennedy - \$14.42
- Cathy Soukup or Mark Montana - \$10.68
- Judith Fahy - \$13.06
- Keith Wells - \$38.44
- John Junas \$44.39
- Andrew Comstock - \$78.77
- Justin Ebersman - \$34.41
- Benjamin Crabtree - \$18.75
- Corelogic Tax Service - \$1,574.85

The motion was seconded by Barbara Henry and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

N/A

COMMISSIONS AND BOARDS APPOINTMENTS

Historic District Commission, Alt. – vacancy exp. 12/31/2014

Motion by Barbara Henry to table the appointment of the Historic District Commission, Alt. – vacancy exp. 12/31/2014. The motion was seconded by Robert Lowe and carried unanimously.

Conservation Commission – 4 year term – 7/1/2012 – 6/30/2016

Motion by Barbara Henry to table the appointment to the Conservation Commission – 4 year term 7/1/2012 – 6/30/2016. The motion was seconded by Robert Lowe and carried unanimously.

Inland-Wetlands Commission – 4 year term 09/01/2012 – 08/31/2016

Motion by Robert Lowe to reappoint Suzanne Fitch to the Inland-Wetlands Commission – 4 year term 09/01/2012 – 08/31/2016. The motion was seconded by Barbara Henry and carried unanimously.

Inland-Wetlands Commission – 4 year term 09/01/2012 – 08/31/2016

Motion by Robert Lowe to reappoint Robert Horrigan to the Inland-Wetlands Commission – 4 year term 09/01/2012 – 08/31/2016. The motion was seconded by Barbara Henry and carried unanimously.

Planning Commission – Pauline Bishop

Barbara Henry noted that the Planning Commission is elected; however, the Commission makes appointments to fill vacancies until the next election. The open position due to the passing of George Kimble has been filled by Pauline Bishop.

Motion by Robert Lowe to ratify the appointment to the Planning Commission of Pauline Bishop. The motion was seconded by Barbara Henry and carried unanimously. Barbara Henry will send a letter to Pauline Bishop notifying her of the appointment.

BUSINESS

Barbara Henry expressed her sadness for the many recent losses to the community including George Kimble, Jim Hocking, Natalie Corbo and Ellie Mallioux. She noted the importance of remembering all those in our community who have left us – everyone is special. It is also so important to celebrate those who serve and have served our community while we can.

Mary van Riper, Conservation Commission

The Board of Selectmen presented Mary van Riper with gratitude an engraved Town of Roxbury plate commemorating her 10 years of service on the Conservation Commission.

AT&T Cell Tower Application Public Hearing September 18 in Town Hall

The AT&T Cell Tower Application public hearing will on 9/18/12. The Town Hall's Edward T. Went Community Room has been reserved beginning at 1 p.m.; however, public input will begin at 6:30 p.m. The Town of Roxbury has filed intervener status for this application as has the Town of Woodbury. Barbara Henry explained that the issue the BOS has with the two proposed locations (Transylvania Road and Southbury Road) is that they do not serve the Town of Roxbury as much as they serve the Town of Southbury. These applications and letters are available for the public's review.

UST Regulation Revisions

Barbara Henry reported that the oil storage tanks were replaced a few years ago; they are being read and reports are sent to DEEP as required. A veeder-root system was purchased per requirements. It is now being required that more reporting requirements are necessary by certified employees; Russ Dirienzo will take the class and teach the Town Crew how to do the reporting.

Recycle Facility Permit for Sherman Park

Brush was piled and burned at Sherman Park after the October storms of 2011, which was in violation of DEEP. The Town has applied for a Recycling Facility Permit for brush and gravel storage as well as burning at Sherman Park. It will probably cost \$500 for the permit.

Household Hazardous Waste Collection Day – August 25th 9-12 Bridgewater

Barbara Henry reported that a Household Hazardous Waste Collection Day is being held on Saturday, August 25th from 9 to 12 in Bridgewater.

Volunteer Recognition Day Picnic – Sunday, September 9 Hurlburt Park

The Volunteer Recognition Day Picnic will be held on Sunday, September 9th at Hurlburt Park.

Mile-A-Minute Vine and request for disposal at Transfer Station

Volunteers are pulling up and bagging the Mile-A-Minute Vine and have requested that it be disposed at the Transfer Station for incineration per the State's recommendation. Barbara Henry requested confirmation of this recommendation. Robert Lowe noted his approval for this disposal at the Transfer Station if this is the

recommendation of the State. Barbara Henry will follow up. She noted that this practice is being done in New Milford.

Special Enforcement Agent – RC94

Barbara Henry noted that the BOS approved this position at their last meeting. The Board of Finance felt the BOS should come to them to request the funding for a new position. Barbara Henry attended a BOF meeting where they allotted \$7,050 for this fiscal year (2012-2013) for the Special Enforcement Agent position. Barbara Henry noted that it is under the purview of the BOS to hire and fire personnel as approved at the Town's Annual Meeting. There is funding from the CIRMA equity distribution money as well as Contingency to cover this position but has agreed to go along with the BOF at this time. The job description was outlined in the Special Meeting of the BOS held on August 2nd.

FEMA Reimbursements – Storms Irene & Alfred

Barbara Henry reported that the reimbursement funds that were applied for are being received from FEMA for storms Irene and Alfred.

Statewide Hurricane Exercise

The Town participated in the Statewide Hurricane Exercise, which worked out very well and gave an opportunity for the emergency service volunteers to get together and have discussions.

Homeland Security & EOP Update

Roxbury is behind in complying with the state's required homeland security plan and will need to hire someone to bring the town up-to-date. Barbara Henry noted that every other Town's Emergency Management Director is a paid position. She, along with Bernie Meehan, our EMD, who is working as a volunteer, have carried the load for many years and cannot keep up with the paperwork requirements expected. Barbara Henry recommended hiring Dave Easter on an hourly basis, as he is more than qualified to help and get us into compliance and would be a tremendous help and asset to the Town. He could also take over providing the information to FEMA when required. His salary can be written into the FEMA reimbursement if that becomes necessary for future storms. Kimberlee Baron, Financial Administrator, has been providing this service when required and it has taken her hours upon hours to meet the necessary deadlines for FEMA. She has worked many overtime hours in the past which impacts her regular work schedule. It's time to make a change. This is a win-win for the Town and will provide much needed efficiencies and relief to the people providing these services now.

Motion by Barbara Henry to hire Dave Easter for an hourly position under Homeland Security for EOP update and other requirements dealing with FEMA in the future, as needed. The motion was seconded by Robert Lowe and carried unanimously.

Hodge Park and DOT Meeting

Barbara Henry has scheduled a meeting with the DOT regarding Hodge Park. Boulders were placed to limit parking; however, the Fire Department asked to move them to allow for access to the water. A letter from the Fire Chief was read aloud urging the town to maintain access to the area for an emergency water source. The area has become a health and safety issue due to misuse by the public. The DOT suggested closing the area off with guard rails, which the BOS feels would be a shame for those who use the park properly. It has been discovered that this is not a State Park and that the Town and the Land Trust own it. The new Special Enforcement Agent will be ticketing this area for illegal parking. Gary Steinman noted that in addition to the problem with waste, the people have been moving large rocks in the river, which creates a problem for the river. Barbara Henry will work with the DOT, Public Works, Fire Department and the new Special Enforcement Agent to resolve this issue.

Barbara Henry thanked Michael Boyd and his helper for removing the big tree that was hung up on the dam.

Mallory Road Update

Barbara Henry reported that a price of @\$50,000 was received to oil and chip seal Mallory Road.

South Street Drainage/Repave Update

The contract for the South Street STEAP grant went back to the State for countersignature. The project will go out to bid upon its approval.

Resident Trooper Michael Saraceno; Resident Trooper Anthony Cipriano

Resident Trooper Michael Saraceno's last day will be Friday. Barbara Henry noted that he has done an outstanding job for this Town but will be moving on to a permanent position as Resident State Trooper in Sherman. Barbara Henry publicly thanked Tfc. Saraceno for his service to our community and wished him well. She also publicly welcomed Resident Trooper Anthony Cipriano who will begin on Friday. Both have been temporary replacements for our Resident State Trooper, Kevin Anderson who is currently serving in Afghanistan with the Marines.

Roxbury Resident Relief Fund – Donations

Barbara Henry noted that after the sad passings of Ryan Ruscoe and Scott Borger the families asked that in lieu of flowers, donations be made to the Roxbury Relief Fund. Many donations have been received in their memory. Also, the proceeds from the Diebold tag sale were donated to the Roxbury Relief Fund. Barbara Henry thanked all the very generous people who donate to this fund.

Town Clerk & Fire Department Grants

The BOS congratulated the Town Clerk for being awarded a \$4,000 grant for the preservation of records, which will be used to digitally record all survey maps. Barbara Henry gave special thanks to the Assistant Town Clerk who has been working to bring the Clerk's Office up to date with current technology. She also congratulated the Fire Department for a matching "up to \$2,500 matching grant" they received which can be used for various items.

STEAP Grant Requests Submitted for 2012

Barbara Henry reported that on behalf of the BOS she applied for a \$450,000 STEAP Grant to reclaim and repair Minor Bridge Road as well as a request in the amount of \$44,000 for additional GIS services to add to the already digitized Assessor's Maps, and a map printer. This will add tremendous efficiency for all the commissions and the Assessor's Office.

BOF Request Re: FD and RAA Annuity

Barbara Henry reported that the BOF requested that she send an e-mail to the Fire and Ambulance Chiefs regarding the BOF's desire to make sure the criteria for the tax abatement or annuity program be that recipients be Roxbury residents. This was met with much resistance from the Chiefs. The Fire Chief's response was read aloud noting that four of their younger members are not residents and two have been serving the department for over 10 years. Barbara Henry suggested that at the very least these members be grandfathered for this benefit. She explained that a couple of the BOF members feel very strongly against Roxbury's tax dollars going across town lines; however, these volunteers are a great benefit to Roxbury, if they truly are active and certified and meet the requirements of each department. Robert Lowe agreed and said the whole issue needed to be dropped. He reminded the public that the BOS gave each department the ability to come up with their own criteria to be eligible for the benefit. The public voted on the Ordinance as written and he wasn't in favor of revisiting the issue again. Barbara Henry noted that it was a small amount to pay vs. having to hire a fire or ambulance professional 24/7.

Zrec Solar Program

Barbara Henry reported that she is still awaiting a response from Zrec.

Fire Marshal's Report – June & July

The Fire Marshal's Reports were reviewed. There were 14 calls in June and 10 calls in July.

Blight Ordinance – Draft

Motion by Barbara Henry to table the Blight Ordinance- Draft. The motion was seconded by Robert Lowe and carried unanimously.

OTHER BUSINESS

Barbara Henry reminded the public that August 14th from 6 to 8 PM the Republican and Democratic Primaries will be held at Town Hall and that Absentee Ballots are available.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:45 PM, the motion was seconded by Barbara Henry and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN EMERGENCY MEETING AUGUST 24, 2012

MINUTES

CALL TO ORDER

Meeting was called to order at 8:00 AM by Barbara Henry, First Selectman.

Also present: Russell Dirienzo and Robert Lowe, Selectmen

BUSINESS

Emergency Meeting Set After Receipt of Email to First Selectman Barbara Henry from RVFD Chief Joe Quaranta on August 23, 2012

B. Henry handed out 2 emails – one received from RAA Chief Bernie Meehan dated August 10, 2012 expressing his concerns about the RVFD and its impact on the RAA and the above-referenced email, which she read for the record, from FD Chief Joe Quaranta:

“Dear Mrs. Henry,

I would like to be on record that I have informed you that the Roxbury volunteer fire department has been undergoing significant problems lately, and I cannot guarantee the effectiveness of the fire service for the town of Roxbury.

You and I have had many conversations on this subject recently, and I have asked for your help. It is my understanding that the town of Roxbury should share in the responsibility for the safety of its citizens. Joe Quaranta, Chief Roxbury Fire Dept.”

B. Henry relayed she sent a reply email to the Chief asking specifically what he was asking the BOS to do. She also noted that the towns of Southbury and Washington were notified by the Chief to expect more calls for mutual aid due to the problems.

B. Henry said she met with the FD Chief last evening and these were his requests. He would follow up with an email:

- 1) Asking the BOS to appoint the 3 Chiefs: Chief, 1st Asst. Chief and 2nd Asst. Chief
- 2) Those positions, along with the First Selectman, would make up a new Fire Commission
- 3) That Commission would appoint the Captain, 1st Lt. and 2nd Lt.
- 4) Those 7 members listed above would be the Executive Board
- 5) The Executive Board would be responsible for developing/changing S.O.P.'s and policies
- 6) Those policies would consist of adopting the Town's policies for progressive discipline; violence in the workplace; sexual harassment
- 7) All decisions would be kept at the Executive Board level which would do away with the 2/3 vote of the general membership which is what is now in effect.

B. Henry relayed conversations she had with the Chief over non-compliance of some members; non-adherence to S.O.P.'s; conversations with members about lack of confidence in their leadership, and departure of some members. She stated that she was not interested in having the BOS appoint the Chiefs as requested because if we do, we will become embroiled in the department's politics. She'd rather see an outside consultant come in before that was even entertained.

R. Lowe agreed and stated it would only cause more problems and we would be in the middle of them; an outside consultant would identify the key problems and report back to us with recommendations. He felt as objective as we'd like to be, there doesn't appear to be a way to do that.

R. Dirienzo stated he sees 3 problems that exist

- 1) Compliance
- 2) Policies
- 3) Two Separate Groups with different mindsets

R. Dirienzo listed some of his recommendations to be considered. More discussion and it was agreed on the following to be effective Monday, August 27, 2012:

- 1) The FD suspend all pending disciplinary action until these issues are resolved
- 2) Any violence in the workplace will be handled by the BOS
- 3) Instruct the RVFD to immediately call a meeting to adopt the Town's policies requested dealing with workplace violence; sexual harassment; progressive discipline; and adding substance abuse and anti-discrimination
- 4) The BOS should attend that meeting to reiterate the Town's liability if not adopted
- 5) Recommend the FD vote to fill the vacancy of Asst. Chief with David Easter
- 6) Every member has 30 days to get their certifications up-to-date in accordance with the regulations and S.O.P.'s of the RVFD – medical, fit for duty, licenses
- 7) In 30 days the BOS will request from the Chief those names who are not in compliance and the BOS will speak with each of them one-on-one
- 8) If, in the current membership, there are those who are not able to meet the required certifications/requirements for "fit for duty" that they be given the opportunity to remain a member as Fire Police; manning the phones during emergencies, etc.
- 9) Emphasize members must have a Class II license to drive a fire truck
- 10) All Officers must be certified and meet all regulations/requirements of the RVFD
- 11) If within 30 days the BOS is not satisfied that the FD is operating in the interest of the public's safety, we will consider hiring an outside Fire consultant to evaluate the conditions, investigate the policies and ongoing practices of the RVFD and request recommendations to address those issues.

R. Dirienzo made a motion to reply to Chief Quaranta's request with the above 12 points. Second by R. Lowe. Motion carried.

R. Dirienzo stated that if in fact a Fire Commission needed to be formed, two members of the BOS should serve on it and he would be happy to be one of them.

B. Henry made a motion that a copy of these minutes be sent to every member so there is no miscommunication or misunderstanding of the BOS. Second by R. Lowe. Motion carried.

ADJOURNMENT

Motion by R. Dirienzo to adjourn at 8:35 AM, second by R. Lowe. Motion carried.

Respectfully submitted,

Barbara Henry

Barbara Henry
Acting Clerk

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08/25/2012



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING SEPTEMBER 4, 2012

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe Selectmen.

APPROVAL OF MINUTES

Special Meeting, August 2, 2012

Motion by Robert Lowe to approve of the minutes of the Special Meeting held August 2, 2012. The motion was seconded by Russell Dirienzo and carried unanimously.

Regular Meeting, August 6, 2012

Motion by Robert Lowe to approve of the minutes of the Regular Meeting held August 6, 2012. The motion was seconded by Russell Dirienzo and carried unanimously.

Emergency Meeting, August 24, 2012

Barbara Henry reported that she received an e-mail from RVFD Chief Joe Quaranta requesting that the minutes be amended. The Board found that the minutes reflect what was said at the meeting; however, would mention here per Joe Quaranta's request to note that it was not only his opinion that the effectiveness of the RVFD could not be guaranteed, but also the opinion of many professionals and members of the department including Jeff Morrisette, State Fire Commission; Janet Morgan, Woodbury Fire Chief; Kenneth Tucker, Dept. of Labor; OSHA, VFIS along with all of his officers.

Motion by Robert Lowe to approve of the minutes of the Emergency Meeting held August 24, 2012. The motion was seconded by Russell Dirienzo and carried unanimously.

TAX REFUNDS

Motion by Robert Lowe to add to the agenda the tax refund of Jack Gilpin in the amount of \$67.99. The motion was seconded by Russell Dirienzo and carried unanimously.

Motion by Russell Dirienzo to approve the following tax refunds:

- Arthur Belem - \$6.05
- Cornelius Kennedy - \$7.15
- Jose Borges - \$5.54
- Alana Ann Borges - \$27.96
- Wragg Well Drilling and Pump Svc - \$9.11
- Peter Hurlbut & Betsy Antonucci - \$410.26
- Peter Hurlbut & Betsy Antonucci - \$912.14
- William Swartz - \$8.53
- Charles Roeller - \$12.26
- John Buturla - \$12.16
- Jack Gilpin - \$67.99

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Barbara Henry looked for comments from the public.

COMMISSIONS AND BOARDS APPOINTMENTS

Historic District Commission, Alt. – vacancy exp. 12/31/2014

Motion by Robert Lowe to table the appointment to the Historic District Commission, Alt. – vacancy exp. 12/31/2014. The motion was seconded by Russell Dirienzo and carried unanimously.

Conservation Commission – 4 year term 7/1/2012 – 6/30/2016

Motion by Robert Lowe to table the appointment to the Conservation Commission – 4 year term 7/1/2012 – 6/30/2016. The motion was seconded by Russell Dirienzo and carried unanimously.

Senior Center BOD – no term limit

Motion by Barbara Henry to appoint Tori Baldwin to the Senior Center BOD – no term limit. The motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

Roxbury Responds- Hurricane Isaac & New Milford Families Relief

Barbara Henry reported that tax deductible donations can be made to a fund through Roxbury Responds for Hurricane Isaac relief and the two New Milford Families affected by a recent house explosion.

AT&T Cell Tower Application Public Hearing September 18 in Town Hall

The public hearing for the AT&T cell tower application will begin at 3 p.m. on 9/18 and will reconvene at 7 PM at which time the public can speak. The Town has filed party and intervener status and Barbara Henry will testify on the Town's behalf. She noted that the Town is not opposed to a cell tower; however, this proposal is of very minimal benefit to the Town. Russell Dirienzo reported that the Southbury Rd. wetland issues have been resolved, but wetland issues still remain on Transylvania Rd.

UST Regulation Revisions – Building Official Training

Russell Dirienzo explained that the EPA has ordered the States to pass a regulation requiring that underground diesel tanks have a certified Operator A, B and C. It is difficult to have a contractor fill this position since the Operator A would be personally responsible. The Town's Building Official is an ideal candidate since this person could be involved daily with the Town. Barbara Henry agreed to discuss this further with him. Barbara, her Administrative Assistant, as well as the Building Official and the Road Foreman are scheduled to watch a webinar on the subject and then all will discuss how to handle going forward with Russ.

Recycle Facility Permit for Sherman Park

Barbara Henry reported that this application will be complete with a few amendments to the map. After the permit is obtained it will still be necessary to gain permission to burn brush on the site as needed. Cost of the permit is \$250 through D.E.E.P.

Volunteer Recognition Day Picnic – Sunday, September 9 Hurlburt Park

The Volunteer Recognition Day Picnic will be held 9/9 from 12 – 2 p.m. Special recognition will go to James Conway, Russell Dirienzo, Robert and Pat Lowe.

Mile-A-Minute Vine in Roxbury

Kathleen Nelson submitted all the information requested; therefore, permission has been granted to bring the bagged Mile-A-Minute Vines for disposal at the transfer station. Ms. Nelson, along with other volunteers, has been doing a lot of work to remove these vines throughout Roxbury. Barbara Henry has written a note of thanks for their efforts.

Special Enforcement Agent – RC94 & Revenue received

The new Special Enforcement Agent has been working at the community parks. The ticket revenue that has been received thus far has paid for his salary thus far. Aside from that, the position has been worth it, having a presence

at all the parks. The Board discussed this position going forward after the end of September when attendance at the parks is diminished.

Hodge Park and DOT Meeting / Rocks removed after Labor Day

Barbara Henry reported that she met with the DOT regarding Hodge Park and it was determined that both the State and the Town own this park. The State said the Land Trust has no ownership. There is no interest in either party maintaining the park. The DOT objects to the rocks currently blocking the entrance for safety purposes. The canoe club has also requested that the rocks be removed. The rocks will be rearranged and moved after Labor Day and then the area will be blocked off again in May.

CL&P Transmission Maintenance in Roxbury

CL&P will be doing transmission maintenance work along existing transmission right-of-ways between New Milford and Watertown. In Roxbury the right-of-way crosses North Street, Pickett Road, Painter Ridge Road and Route 47. They are replacing the lightening shield wire which runs along the top of the existing structures. Work will occur between September and December. They will notify all customers living along the right-of-way.

RVFD – Special Meeting

Barbara Henry and Russell Dirienzo will attend a Special Meeting with the RVFD on September 5th regarding the status of the effectiveness of the Fire Department and their plans going forward to resolve the issues at hand.

Fire Marshal’s Report – June & July

Barbara Henry reported that she has not yet received these reports.

Motion by Robert Lowe to table the Fire Marshal’s Report – June & July. The motion was seconded by Russell Dirienzo and carried unanimously.

Blight Ordinance - Draft

Motion by Robert Lowe to table the Blight Ordinance - Draft. The motion was seconded by Russell Dirienzo and carried unanimously.

OTHER BUSINESS

Barbara Henry reported that 63 cars from Roxbury and 46 cars from Bridgewater dropped off waste for Hazardous Waste Collection Day. The Town was billed \$6,800.

An e-mail dated 8/15/12 from Brian Mackay regarding a skateboard area at the park was distributed. The Board agreed to invite Mr. Mackay to the next meeting to present his proposal.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:05 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

These minutes are not considered official until approved at the next Regular Meeting of the Roxbury Board of Selectmen



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING SEPTEMBER 5, 2012

MINUTES

CALL TO ORDER

The meeting was called to order outside the Fire House at 8:00 PM by Barbara Henry.

Present: Barbara Henry, First Selectman and Russell Dirienzo, Selectmen
Robert Lowe, Selectmen was not able to attend the meeting

RVFD member Tim Ring called the Fire Department to order in the Fire House at 8:00 PM, Tim Ring invited the BOS to speak at that time.

BUSINESS

Join RVFD Meeting for Discussion on BOS Recommendations

B. Henry passed out copies of the BOS Emergency Meeting of August 24th. B. Henry and R. Dirienzo explained they were attending the meeting because they were invited and wanted to go over the minutes of their meeting regarding the Fire Department and the recommendations set forth in those minutes. B. Henry stated there was no political agenda in being there, it was absolute concern surrounding the public's safety and to have a conversation about the problems brought to her and the BOS's attention. It was also to speak to the department as a whole, let them know we didn't agree with all that was asked of the Board, we did not want to be pulled into the political fray but we had some recommendations to discuss.

Discussion followed on all eleven points with both Selectmen reiterating the need to adopt the Town's policies on violence in the workplace; sexual harassment; substance abuse and anti-discrimination as they are the law; and a progressive discipline policy. The Fire House is a Town building and will fall under these laws, including OSHA, regardless of who occupies it. The members were also told to get their certifications and medical records up-to-date as they had 30 days to get the files in order. During those 30 days if there is no record on file of those requirements then they could not respond to calls. The BOS was giving the department 30 days to work out their problems and if the BOS did not see progress, they would revisit the situation and decide how to proceed. At that point all things will be on the table including the tax abatement and annuity. The FD needs to follow its own Standard Operating Procedures and if they are outdated, change them.

B. Henry reminded the department that for over 60 years the Town has enjoyed the services of the RVFD on a handshake and the BOS would like to see that relationship continue. The department was reminded the BOS was a staunch supporter of the FD but would not hesitate to take the necessary steps to ensure the public safety, which would include bringing in an outside consultant to review the department and its procedures and make recommendations to the BOS for the future. She would also be very saddened to have to reach that decision. She asked the members to think back as to why they joined the department in the first place. If it was truly to help the community, then the community needs them to be a cohesive group, the team atmosphere needs to return if it's going to survive and the department is to be effective.

B. Henry told the members that the BOS was available anytime for future discussion if they wanted it and reminded them that over the years the BOS has recognized, thanked, congratulated them on milestone anniversary's and awarded the department with expressions of our appreciation for their service. It's time to work out the problems, turn the page and move on. The community and the Board are depending on it.

B. Henry and R. Dirienzo left the meeting at 9:45 PM.

ADJOURNMENT

Motion by R. Dirienzo, seconded by B. Henry to adjourn at 9:47 PM. Motion carried.

Respectfully submitted,

Barbara Henry

Barbara Henry, Acting Clerk

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9/7/12



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING OCTOBER 1, 2012

CANCELLATION NOTICE

The Board of Selectmen has cancelled their Regular Meeting scheduled for Monday, October 1, 2012 the meeting is rescheduled to a Special Meeting on October 9, 2012, 7:30 PM.



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING OCTOBER 9, 2012

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe Selectmen.

Others Present: Joe Quaranta, Members of the RVFD and press.

APPROVAL OF MINUTES

Regular Meeting, September 4, 2012

Motion by Robert Lowe to approve of the minutes of the Regular Meeting held September 4, 2012. The motion was seconded by Russell Dirienzo and carried unanimously.

Special Meeting, September 5, 2012

Motion by Robert Lowe to approve of the minutes of the Special Meeting held September 5, 2012. The motion was seconded by Russell Dirienzo and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- Brian or Wendy Piersall - \$7.57
- Financial Ser Veh Trust - \$231.23
- DCFS Trust - \$132.74
- DCFS Trust - \$10.84
- Kevin Kennedy - \$74.30
- Estate of Catherine Buturla - \$39.65

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Barbara Henry looked for comments from the public.

COMMISSIONS AND BOARDS APPOINTMENTS

Historic District Commission, Alt. – vacancy expiring 12/31/2014

Motion by Robert Lowe to appoint Mary Jonker to the Historic District Commission, Alt. – vacancy exp. 12/31/2014. The motion was seconded by Russell Dirienzo and carried unanimously.

Library Board Trustee – vacancy expiring 11/19/2013

Motion by Robert Lowe to appoint George Feifer to the Library Board Trustee – vacancy expiring 11/19/2013. The motion was seconded by Russell Dirienzo and carried unanimously.

Conservation Commission – 4 year term 7/1/2012 – 6/30/2016

Motion by Robert Lowe to table the appointment to the Conservation Commission – 4 year term 7/1/2012 – 6/30/2016. The motion was seconded by Russell Dirienzo and carried unanimously.

Planning Commission, Alt. – vacancy expiring 11/19/2013

Motion by Robert Lowe to table the appointment to the Planning Commission, Alt. – vacancy expiring 11/19/2013. The motion was seconded by Russell Dirienzo and carried unanimously.

BUSINESS

Brian Mackay, Skateboard Request

Tabled

Resolution HVCEO grant application for Regional Animal Sheltering Plan

Barbara Henry explained that this is a grant application in the amount of \$45,000 for a Six-Town Plan for Emergency Pet Sheltering. The towns are those we are members of the Regional Animal Control: Bridgewater, Brookfield, New Fairfield, New Milford, Roxbury and Sherman.

Motion by Russell Dirienzo to adopt:

- Resolution HVCEO for a Regional Animal Sheltering Plan: “Be It Resolved that the Roxbury Board of Selectmen supports and endorses a grant application by the Housatonic Valley Council of Elected Officials to the CT OPM Regional Performance Incentive Program.”

The motion was seconded by Robert Lowe and carried unanimously.

ProAct Agreement for Town – CCM Prescription Discount Card Program

This is a program sponsored by CCM for a prescription discount card for member towns. This is a free program for every member in the community. The contract was previously reviewed by Town Attorney Gail McTaggart and a few changes have been made to it. Barbara Henry will get the word out to the community about it when all the paperwork is complete.

Motion by Robert Lowe to sign ProAct Agreement for the CCM Prescription Discount Card Program. The motion was seconded by Russell Dirienzo and carried unanimously.

Mallory Road Cost Request for BOF

Barbara Henry reported that the repairs to Mallory Road have been funded through the Town Aid Road Fund. The Town was going to go forward with chip sealing the road; however, concerns with the hills have been raised. Paving the hills before chipsealing would increase the cost to up to \$85,000. The Board of Finance feels that this has turned into a Capital Project. Russell Dirienzo reminded the Board that originally the plan was to pave to a point the Town could afford and then consider continuing paving in the next budget year. It was agreed that both the paving and chip sealing with paved hills options would be reviewed with the BOF with an objective of moving forward before the end of the year. If we don't move forward soon, we will miss the weather and the drainage will remain covered and garnered useless for the winter.

South Street Repaving Project

Barbara Henry reported that the contract is complete and has been returned by the State. She questioned whether the Town should pick from a list of State-vetted contractors (through the DAS website) or put the project out to bid. Russell Dirienzo noted his preference to using local contractors if possible. Robert Lowe was in agreement. Barbara Henry agreed to put this project out to bid.

Fire Department Special Meeting & Progress Report

Barbara Henry reviewed the history of this matter. She explained that the RVFD requested that the BOS appoint the Chief(s) and assist with policies within the Department. She reported that the BOS met with the RVFD and was not in agreement with naming the Chief(s) however, provided policy direction and reviewed applicable laws that need to be adopted and followed. The RVFD voted to have the medical certifications and licenses held in the Town Hall in an effort to keep the records secure. Barbara Henry reminded the RVFD that it is their responsibility to provide these records to the Town for holding. Volunteers cannot be active members if the required records are not provided. Members currently not up-to-date cannot respond to calls.

A report provided by the Chief updating the status of the issues was acknowledged. It was noted that personality issues may be causing no shows for calls. It was recommended that the BOS meet with the entire RVFD Executive Board to resolve these issues. An out-of-state consultant may be considered, if a resolution cannot be reached.

Robert Lowe remarked that the RVFD is a very capable group; however, must be in compliance with the law. The Board is asking for the help of the department to get this accomplished. He feels this can be done without a consultant; however, if this does not happen outside help will need to be considered.

Russell Dirienzo noted that both volunteer and career-volunteer members of the RVFD are needed. He agreed to personally follow up on the list of certifications that are missing with Barbara Henry. He noted that policies that are in accordance with the law should be adopted. The problem appears to be the non-cohesiveness within the department and the chain of command is not followed.

Mr. Quaranta noted that the objective is to better the department. Decisions have been made collectively by the Fire Department Board and he explained how the recommendations made were determined.

Barbara Henry will schedule a special meeting with the BOS and the Executive Board of the RVFD to assure this matter keeps moving forward. Members with outstanding certification requirements will be posted. She understands that there is a lot asked of volunteers; however, it is necessary to comply with rules and regulations. Everything that is done by the RVFD is very much appreciated by the BOS.

Transfer Station Stickers for 2013

Barbara Henry reported that the Town has been spending more on bulky waste. Discussion followed.

Russell Dirienzo made a motion effective November 1st, that the Operator collect the fees due at the Transfer Station for the disposal of mattresses, refrigerators and air conditioners with payment made only by check to the Town of Roxbury. It's an inconvenience for residents to come to the Town Hall to pay, get a receipt then go back to the Transfer Station. The motion was seconded by Robert Lowe and carried unanimously.

Barbara Henry agreed to devise a plan to present at the next BOS meeting regarding next year's permits.

Fuel Master System for Town Garage

Barbara Henry reported that a Fuel Master System to determine how much each department (Public Works, Police, FD and Ambulance) uses in diesel fuel installed at the Town Garage would cost @ \$8,800. The BOS was in agreement that this should be presented to the BOF and ask that LoCIP funds be used for the purchase of this device.

Russell Dirienzo made a motion to propose a Fuel Master System for the Town Garage to the BOF. The motion was seconded by Robert Lowe and carried unanimously.

AT&T Cell Tower Application - Public Hearing

Barbara Henry reported that the public hearing for the AT&T Cell Tower Application was continued to October 30th in New Britain. She will be in attendance with Mary Barton, ZEO, and will represent the Town. She noted at the public hearing that there is very little benefit to the Town by this proposal and suggested that AT&T direct funds into upgrading their technology. Driveway access grades are not being met in the proposal and there is no guarantee for service on the Rte. 67 corridor. The proposed tower will not be 4G.

UST Regulation Revisions – Building Official Training/Operator A&B

Barbara Henry reported that John Blaney has been certified as both an A and B Operator for the Town as required by the state for Underground Storage Tanks. He is currently training Butch Finch, Road Foreman as a C Operator. John has requested that a letter be placed in his file stating that the BOS is responsible for financial aspects of UST matters. Several issues have been discovered with regard to the current system that will require repair. The Board thanked and complimented John Blaney on how quickly he accomplished this certification after they requested he become certified.

Recycling Facility Permit for Sherman Park

Barbara Henry reported that the Town is still working through the process of obtaining this permit; Brian Neff is completing the site drawing.

\$1200 from DEEP for Hurricane Exercise

The Town received a check in the amount of \$1,200 for participating in the hurricane exercise that will be deposited into the General Fund.

Possible New Constable Position

Barbara Henry explained that now that the season is over there is no need for patrol of the parks with our Special Enforcement Officer; however, this former State Trooper has offered to be on call as a constable as needed. Robert Lowe and Russell Dirienzo were in agreement with this proposal and reminded the Board that we already approved him getting POST certified for this position months ago. Barbara Henry will notify him that he can begin the process with the understanding that there is no permanent position at this time and it will be "on call" only after the State requirements are met.

Social Media

Barbara Henry suggested that a Town Twitter account be established so that information can be provided to the community quickly if needed. The Board was in agreement with this suggestion. Barbara Henry reported that she is also working on gathering a mass e-mail list for the town for alerts.

Town Time Capsule

Sixteen years ago, on October 18, 1996 during the Town's Bicentennial, a Time Capsule was buried on the lawn between the Town Hall and the Fire House. So it is not forgotten, Barbara Henry wanted it so noted from time to time that it is scheduled to be opened on October 18, 2046, in 34 more years.

Fire Marshal's Report – July, August

Barbara Henry reviewed the Fire Marshal's Reports for July and August.

3 DCED Resolutions

Motion by Russell Dirienzo to re-adopt:

- 3 Resolutions required by DCED: Affirmative Action; Fair Housing and Title VI of the Civil Rights Act of 1964

Motion seconded by Robert Lowe and carried unanimously.

Blight Ordinance – Draft

Tabled

ADJOURNMENT

Motion by Robert Lowe to adjourn at 9:22 PM, the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING OCTOBER 24, 2012

MINUTES

CALL TO ORDER

The meeting was called to order by B. Henry at 7:30 PM.

Present: Barbara Henry, First Selectman and Russell Dirienzo & Robert Lowe, Selectmen;
William Hibbard, Joe Quaranta, Russ Wheeler, Jeremy Johnson, Peter Rossiter, Brien Cartagena, Michael Tiberio,
Andrew Kotas, Daniel Ambruso, Aaron Hodge
Absent: David Easter and Tim Ring

BUSINESS

Meet with RVFD Executive Board

A general discussion included HazMat certification and the need to maintain proficiency in that area; medical and driver's licenses that have been collected and will be held in the Selectmen's Office as requested by the FD; OSHA requirements dealing with turn-out gear and masks; town policies that need to be adopted by the department; updating SOP's, etc.

B. Henry reminded the department that for over 60 years the Town has enjoyed the services of the RVFD on a handshake and the BOS would like to see that relationship continue. The BOS is not interested in micro-managing the FD but we believe there is a place for everyone who is in the department, both career and non-career firemen, and we hope to see everyone stay on for the betterment of the community. The Board would be happy to help with setting up re-cert classes if that is what the department would like. The Executive Board was thanked for attending the meeting.

ADJOURNMENT

Motion by R. Dirienzo, second by B. Henry to adjourn at 8:30 PM, motion carried.

Barbara Henry

Barbara Henry
Acting Clerk

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING NOVEMBER 5, 2012

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:34 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe Selectmen

Others Present: Reporter from Voices

APPROVAL OF MINUTES

Special Meetings October 9, 2012 and October 24, 2012

Special Meeting, October 9, 2012: Motion by Robert Lowe to approve of the minutes of the Special Meeting held October 9, 2012. The motion was seconded by Russell Dirienzo and carried unanimously.

Special Meeting, October 24, 2012: Motion by Robert Lowe to table the approval of the minutes of the Special Meeting held October 24, 2012. The motion was seconded by Russell Dirienzo and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- Steven Brezzo & Dagmar Grimm - \$154.57
- Kristin Collins - \$13.97
- Daimler Trust - \$68.61
- Susan O'Donnell - \$25.89

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

Barbara Henry looked for comments from the public. Russell Dirienzo mentioned and agreed with the many comments made to him from the public regarding the wonderful job that was done by Barbara Henry during the hurricane.

COMMISSIONS AND BOARDS APPOINTMENTS

Conservation Commission – 4 year term 7/1/2012 – 6/30/2016

Motion by Robert Lowe to table the appointment to the Conservation Commission – 4 year term 7/1/2012 – 6/30/2016. The motion was seconded by Russell Dirienzo and carried unanimously.

Planning Commission, Alt. – vacancy expiring 11/19/2013

Motion by Robert Lowe to table the appointment to the Planning Commission, Alt. – vacancy expiring 11/19/2013. The motion was seconded by Russell Dirienzo and carried unanimously.

Special Constable RC92 – 12/01/2012 – 11/30/2013

Motion by Robert Lowe to appoint Mo Clark as Special Constable RC92 – 12/01/2012 – 11/30/2013. The motion was seconded by Russell Dirienzo and carried unanimously.

BUSINESS

Brian Mackay, Skateboard Request

Brain Mackay did not attend to present the skateboard request. Barbara Henry agreed to contact him regarding making his presentation at the December BOS meeting.

South Street Repaving Bids

Barbara Henry reported that all the bids came in over budget. The 6 bids received were between \$539,831 and \$725,967. The STEAP Grant was for \$400,000. The details of the bids will be reviewed with Doug DiVesta. She noted that the section from Wellers Bridge Road to Apple Lane may not need the same course as the rest of the road. It was agreed that a cost would be requested for the worst section; from the Southbury Town Line to Minor Bridge Road.

Mallory Road Bid Award

Barbara Henry reported that only one bid was received from S&S in the amount of \$39,215.

Motion by Robert Lowe to award the Mallory Road Bid to S&S for the amount of \$39,215. The motion was seconded by Russell Dirienzo and carried unanimously.

Mileage Reimbursement to 55.5¢

The current mileage reimbursement for the Town of Roxbury is 51.5¢. The IRS standard is 55.5¢.

Motion by Russell Dirienzo to increase mileage reimbursement for the Town of Roxbury to 55.5¢ effective November 1, 2012. The motion was seconded by Robert Lowe and carried unanimously.

Fire Department Progress Report

The BOS met with the Fire Department's full board. A conversation included HazMat certification, medical and driver's licenses requirements. Barbara Henry has been meeting with each member one-on-one and noted that everyone has been receptive and has no problem meeting the requirements and certifications. She noted that the Fire Department worked around the clock during the hurricane. She has been very pleased with their cooperation.

Fuel Master System for Town Garage

It was noted that the BoF was in agreement with the purchase of a Fuel Master System for the Town Garage. Barbara Henry has applied to LoCIP for the funds.

AT&T Cell Tower Application - Public Hearing

The Public Hearing for the AT&T cell tower application was cancelled due to the hurricane and has not yet been rescheduled but when it is, Barbara Henry will attend.

Transfer Station Stickers for 2013

Barbara Henry explained that the Town of Newtown has their transfer station stickers available for purchase online. After discussion, it was agreed that the current permit expiration date would be extended until May 2013 so the new permits can be mailed with the tax bills for those who choose to order their permits online. The permit dates will then be changed to run from July to July to coincide with the fiscal year.

The Board discussed the transfer station increases in bulky waste. It was agreed that a charge for a permit for household garbage would remain at \$25 for the first vehicle, \$10 for each additional; however, if a resident would like to use the transfer station for pick-up trucks full of bulky waste the cost for a sticker would be \$50 for the year. And if they do not have the \$50 permit, they will not be allowed to dump.

Barbara Henry noted that she has been questioned about volunteers receiving free permits. Russell Dirienzo explained that between the amount of training and time given to this town by volunteers, it would be ridiculous to take away the \$25 transfer station sticker given to them in return. All agreed.

Recycling Facility Permit for Sherman Park

Brian Neff is in the process of drawing the map to be submitted with this application.

Fire Marshal's Report – September

The Fire Marshal's Report was reviewed, which included 12 calls for September.

Blight Ordinance – Draft

Motion by Russell Dirienzo to table Blight Ordinance – Draft. The motion was seconded by Robert Lowe and carried unanimously.

OTHER BUSINESS

Motion by Russell Dirienzo to add to the agenda Hurricane Sandy, Roxbury Responds, and ProAct Prescription Card Program. The motion was seconded by Robert Lowe and carried unanimously.

Hurricane Sandy

Barbara Henry reported that many pine trees were lost in the storm. The Public Works Department worked hard to clean them up. Next fiscal year's budget needs to include more funds for tree work.

Barbara Henry complimented and thanked Bernie Meehan, Emergency Management Director; Brien Cartagena, Asst. EMD; the Public Works Department, Fire Department, Ambulance Association, Women's Auxiliary and all the volunteers for their help as well as CL&P – Dave Long year, Liaison; John Fusek, Field Supervisor; CL&P crews for their excellent response during the storm as well as the two crews from Black & McDonald out of Kansas City, MO and the one crew that showed up from Maine.

Roxbury Responds

Barbara Henry noted that this is an opportunity to help those in our own state through Roxbury Responds. Funds collected can be sent to the American Red Cross to support hurricane relief in Connecticut. She also suggested that volunteers be sought to organize a coat and blanket drive. The Selectmen thought this was a great idea. Barbara Henry will call the Mayor of Bridgeport to see if we can help the city.

Pro Act Prescription Card Program

The countersigned agreement for this program has been received. Barbara Henry will get the word out on Facebook and in the Town newsletter what this program is to watch for cards in the mail.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:10 PM. The motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Jai Kern

Tai Kern, Secretary

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TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN REGULAR MEETING DECEMBER 3, 2012

MINUTES

CALL TO ORDER

Barbara Henry, First Selectman, called the meeting to order at 7:30 PM.

Present: Barbara Henry, First Selectman; Russell Dirienzo and Robert Lowe Selectmen.

APPROVAL OF MINUTES

Special Meeting, October 24, 2012

Motion by Robert Lowe to approve of the minutes of the Special Meeting held October 24, 2012. The motion was seconded by Russell Dirienzo and carried unanimously.

Regular Meeting, November 5, 2012

Motion by Robert Lowe to approve the minutes of the Regular Meeting held November 5, 2012. The motion was seconded by Russell Dirienzo and carried unanimously.

TAX REFUNDS

Motion by Russell Dirienzo to approve the following tax refunds:

- VW Credit Leasing Ltd. - \$45.87
- Susan Caminiti - \$9.01
- Mark Dowling - \$17.85
- ARI Fleet Lt - \$129.71
- Mark Dowling - \$16.94

The motion was seconded by Robert Lowe and carried unanimously.

COMMUNICATIONS FROM THE PUBLIC

N/A

COMMISSIONS AND BOARDS APPOINTMENTS

Conservation Commission – 4 year term 07/01/2012 – 06/30/2016

Motion by Russell Dirienzo to table the appointment to the Conservation Commission – 4 year term 07/01/2012 – 06/30/2016. The motion was seconded by Robert Lowe and carried unanimously.

Planning Commission, Alt. – vacancy exp. 11/19/2013

Motion by Russell Dirienzo to table the appointment to the Planning Commission, Alt. – vacancy exp. 11/19/2013. The motion was seconded by Robert Lowe and carried unanimously.

Senior Center BOD – vacancy

Barbara Henry read a letter of resignation from Stephen Foreman from both the Senior Center BOD and the Library Board Trustees. The Board thanked him for his service to these Boards, noted that he will be missed and wished him well.

Motion by Russell Dirienzo to table the appointment to the Senior Center BOD- vacancy. The motion was seconded by Robert Lowe and carried unanimously.

Library Board Trustee – vacancy expiring 11/17/2015

Motion by Russell Dirienzo to table the appointment to the Library Board Trustee – vacancy expiring 11/17/2015. The motion was seconded by Robert Lowe and carried unanimously.

Council on Aging – 4 year term 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to reappoint Sue Stauffacher to the Council on Aging – 4 year term 01/01/2013 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Council on Aging – 4 year term 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to reappoint Bonnie Bradley to the Council on Aging – 4 year term 01/01/2013 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Lake Lillinonah Authority – 4 year term 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to reappoint Sara Howard to the Lake Lillinonah Authority – 4 year term 01/01/2013 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Lake Lillinonah Authority – 4 year term 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to reappoint Drew Loya to the Lake Lillinonah Authority – 4 year term 01/01/2013 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Tree Warden, - 1 year term 12/01/2012 – 11/30/2013

Motion by Russell Dirienzo to reappoint David Gardener as the Tree Warden, - 1 year term 12/01/2012 – 11/30/2013. The motion was seconded by Robert Lowe and carried unanimously.

Asst. Tree Warden – 1 year term 12/01/2012 – 11/30/2013

Motion by Russell Dirienzo to reappoint Butch Finch as the Asst. Tree Warden, - 1 year term 12/01/2012 – 11/30/2013. The motion was seconded by Robert Lowe and carried unanimously.

Western Tourism District – 4 year term 12/1/2012 – 11/30/2016

Motion by Russell Dirienzo to reappoint Steven Justice to the Western Tourism District – 4 year term 12/1/2012 – 11/30/2016. The motion was seconded by Robert Lowe and carried unanimously.

Zoning Commission – 4 year term 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to reappoint Gary Coburn as the Zoning Commission – 4 year term 01/01/2013 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Zoning Commission – 4 year term 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to reappoint Elaine Urban as the Zoning Commission – 4 year term 01/01/2013 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Zoning Board of Appeals – 4 year term 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to reappoint Bill Davies to the Zoning Board of Appeals – 4 year term 01/01/2013 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

Zoning Board of Appeals, Alt. 4 year term 01/01/2013 – 12/31/2016

Motion by Russell Dirienzo to table the appointment to the Zoning Board of Appeals, Alt. 4 year term 01/01/2013 – 12/31/2016. The motion was seconded by Robert Lowe and carried unanimously.

BUSINESS

Brian Mackay, Skateboard Request

A telephone message was left for Brian Mackay regarding his presentation of his skateboard request to the Board but no response. Will take this item off the agenda until we get another request.

South Street Repaving Bids & Award

Barbara Henry reminded the Board that the bids for this project came in over budget. She reported that she has been working with Gene Parsons, whom the Town hired, and the low bidder to complete this project within budget constraints. They are working on getting exact costs. The bid will be awarded when the information is received with a Special Meeting for the work to begin in the spring.

Mallory Road

This project has been completed; however, it was held up until later in the season, which was not optimal. Therefore, the portions of the road that have a washboard texture will be fixed in the spring.

Senior Bus

Barbara Henry reported that the BoF approved the Town purchasing Bridgewater's 1999 senior bus for \$1,900. She noted that since the BoF approval, the funds remaining from a CT Community Foundation grant that Municipal Agent Jerrilynn Tiso used for a Town Conversation on Aging, could cover \$1,500 of the cost. David Coyle has agreed to get the driver's license designation to allow him to drive the bus.

Roxbury Prescription Drug Card through CCM and ProAct

The ProAct Prescription Drug Card will be mailed out to residents tomorrow 12/4. It can be used to reduce prescription costs if a resident is uninsured or if their plan does not cover a prescription. It can also be used for pet prescriptions, Lasik, Vision and Hearing services.

Dept. Emergency Management and Homeland Security (DEMHS) Resolution

Motion by Russell Dirienzo to authorize the following Resolution;

Resolved, that the Town of Roxbury may enter into with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security any and all documents which it deems to be necessary and appropriate; and

Further resolved, that Barbara Henry, First Selectman of the Town of Roxbury, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Roxbury and to do and perform all acts and things which she deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

The motion was seconded by Robert Lowe and carried unanimously.

Mileage Reimbursement Rate for 2013

Barbara Henry reminded the Board that at the last meeting the mileage reimbursement was increased from 51.5 to 55.5. She explained that the IRS is increasing the rate to 56.5 as of January 1st.

Motion by Russell Dirienzo to increase the mileage reimbursement rate from 55.5 to 56.5 effective January 1, 2013. The motion was seconded by Robert Lowe and carried unanimously.

Hurricane Sandy & Roxbury Responds

Barbara Henry reported that there was an amazing response by the people of Roxbury to the call the BOS initiated to help local victims of Hurricane Sandy. 100 bags of blankets and winter coats were received along with a large food donation from Greyledge Farm as well as monetary donations, which Barbara Henry used to purchase non-perishable foods from Costco. All donations were delivered to a Bridgeport public housing unit and a Veteran's support center. The Mayor and all recipients were very appreciative. Barbara Henry noted the article published in the paper regarding their visit. It was a wonderful day and reflection on the Town's "Roxbury Responds" efforts.

Amistad Committee Request

In honor of the 150th Anniversary of the historic Emancipation Proclamation the Amistad Committee has requested that municipalities and institutions ring their bells for one minute at noon on January 1, 2013. The town does not have bells; however, the Board agreed that the churches in town should be invited to participate.

AT&T Cell Tower Application - Public Hearing

Barbara Henry reported that the public hearing has been rescheduled to December 6th in New Britain. Barbara Henry and Mary Barton will attend on behalf of Roxbury.

Transfer Station Permit Stickers for 2013

Barbara Henry clarified that it was agreed at the last meeting of the BOS that the existing Transfer Station Permits would be extended to May 30, 2013. She wanted to change that to be June 30th and permits for the new year will be available for sale beginning June 1st.

Recycling Facility Permit for Sherman Park

All the requirements have been met for this permit and Brian Neff has completed the site map; however, the DEEP has now said they are discontinuing these types of permits for recycling that will allow open burning. Barbara Henry has scheduled a conference call with the DEEP regarding this matter. As the open burning official, she can give permits for the townspeople to burn on their own property; therefore, she cannot understand why the town cannot burn on town property.

Fire Department Progress Report

Barbara Henry reported a good turnout by Fire Department members to a recent barn fire, extrication drill and for the holiday festival; however, it has been reported that not many members showed up for the interior firefighter live burn for recertification. The meeting between the BOS and the Officers was cancelled. It was agreed that Russell Dirienzo would speak with the Chief to reschedule the meeting with the Department Officers for this month.

Fire Marshal's Report – October

Barbara Henry reviewed the Fire Marshal's Report and noted that there were 25 calls in October.

2013 Holiday Schedule

The 2013 Holiday Schedule was distributed.

A motion was made by Russell Dirienzo to approve the 2013 Holiday Schedule. The motion was seconded by Robert Lowe and carried unanimously.

2013 BOS Meeting Schedule

A motion was made by Russell Dirienzo to approve the 2013 BOS Meeting Schedule. The motion was seconded by Robert Lowe and carried unanimously.

Month of December Activities

- Tree Lighting

Barbara Henry thanked Arthur and Joanne Koeppel again for their donation of the Town Christmas Tree and noted how beautiful the tree looks lighted.

- Friends of Senior Center Holiday Festival

Barbara Henry reported that the Senior Center Holiday Festival was wonderful and well attended. She thanked the Friends of the Senior Center for this event, which benefits the Senior Center.

- Giving Tree in Town Hall

The Giving Tree is up in Town Hall. Jerrilynn Tiso was thanked for having a special ornament made to give to those who make a \$20 donation to the Resident Relief Fund. She has them displayed at different venues around town and they are going very well.

- Blight Ordinance – Draft

A motion was made by Russell Dirienzo to table the Blight Ordinance- Draft. The motion was seconded by Robert Lowe and carried unanimously.

OTHER BUSINESS

A motion was made by Russell Dirienzo to add to the agenda discussion regarding the IWC Enforcement Officer and the assessment. The motion was seconded by Robert Lowe and carried unanimously.

IWC – Enforcement Officer

Barbara Henry reported that the IW Enforcement Officer has been certified and is working on finishing up her certification for Zoning as well.

Assessment

Notices of the upcoming assessment are expected to be sent out on Friday.

ADJOURNMENT

Motion by Robert Lowe to adjourn at 8:10 PM the motion was seconded by Russell Dirienzo and carried unanimously.

Respectfully submitted,

Tai Kern

Tai Kern, Secretary

These minutes are not considered official until approved at the next Regular Meeting of the Roxbury Board of Selectmen



TOWN OF ROXBURY CONNECTICUT

Board of Selectmen

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY BOARD OF SELECTMEN SPECIAL MEETING DECEMBER 17, 2012

MINUTES

CALL TO ORDER

Meeting was called to order at 7:30 PM by Barbara Henry, First Selectman.

Present: Russell Dirienzo and Robert Lowe, Selectmen; FD Officers Joe Quaranta, David Easter, Jeremy Johnson, Andrew Kotas (Michael Tiberio arrived late); Aaron Hodge, member of the public

BUSINESS

Meet with RVFD Officers for Fire Department Update

B. Henry thanked the Officers for attending and asked for clarification of their titles and what their duties were.

The jobs included Training, Cross-checker, Hydrants, Equipment, and Pre-planning. Training requirements were discussed for interior firefighters as well as quarterly trainings being offered for the whole department. Facial hair and mask fitness were discussed. The attendance sheet for those who attended the live burn last March has yet to surface. Several members attended the live burn in December. Training requirements must be met not only for liability reasons but for the safety of all responders and to meet OSHA requirements as well. It doesn't matter that the Town is serviced by a volunteer department, rules and regulations required of any fire department have to be followed.

The OSHA violations were discussed as well as the timeframe required for responding. The BOS expressed their concern about the amount of time already passed since the document was given to the FD and nothing has been done to respond. OSHA fines were discussed and the BOS felt that if responses were not delivered to OSHA by the date required, all fines should be paid by the FD and not out of the Town's budget contribution to the department.

Motion by B. Henry, second by R. Dirienzo to instruct the Officers to relay to the FD membership that they must comply with the OSHA recommendations by the January 16, 2013 deadline as required by OSHA or all fines will be paid by the FD and not out of the Town's budget contribution to the department.

The BOS thanked the Officers for attending as well as for their and the entire department's service to the Town.

Award South Street Reconstruction Bid

B. Henry explained that all the bids received for this project were over budget. At the last BOS meeting she was instructed to work with the low bidder to see how much of the project we could get done for the money we have. She met with low bidder, Waters Construction, and with Gene Parsons who will be Clerk of the Works for this project. It was determined that the section of South Street from the Southbury town line to River Road could be completed in the spring for no more than \$440,000.

Motion by R. Dirienzo, second by R. Lowe to award the revised project scope for South Street reconstruction project of 1.6 miles covering the section of South Street running from the Southbury town line to River Road to Waters Construction Company and, and including hiring Gene Parsons as Clerk of the Works, for up to \$440,000.

Motion carried.

ADJOURNMENT

Motion by R. Dirienzo to adjourn at 8:30 PM, second by R. Lowe. Motion carried.

Respectfully submitted,

Barbara Henry

Barbara Henry, Acting Clerk

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12/26/2012